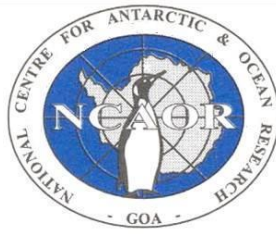


राष्ट्रीय अंटार्कटिक एवं  
समुद्री अनुसंधान केन्द्र  
पृथ्वी विज्ञान मंत्रालय  
भारत सरकार)  
हेड लैंड सडा, वास्को डा गामा  
गोवा- ४०३ ८०४ भारत



**NATIONAL CENTRE FOR  
ANTARCTIC & OCEAN RESEARCH**

Ministry of Earth Sciences  
Government of India)  
Headland Sada, Vasco da Gama  
Goa - 403 804 - INDIA

**Telefax No.: +91 832 2525573**  
**procurement@ncaor.gov.in**

**PROCUREMENT SECTION**

**Advertised Tender**

**M/s.**

**Ref No:**

**AES -11508**

**Date:**

**11.06.2018**

**Due Date:**

**09.07.2018**

**Dear Sir,**

We require the following items for XXXVIII Indian Antarctic Expedition. You are requested to send your offer in your official letter head (to be quoted in the price bid format as at Annexure-I) for the following items as per the terms and conditions mentioned below & in Annexure-II.

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>
	<b>POLAR GLOVES WORKING (DIRTY RIGGER) Le Mark Self Adhesive Ltd</b>	
1	Subzero Cold weather winter Rigger Glove (Dirty Rigger) Extra large	120 Pairs
2	Subzero Cold Weather Winter Rigger Glove (Dirty Rigger) Large	80 Pairs

**Your offer should contain the following information:**

1. Submit your quotation on C.I.F/C.I.P.basis upto IHC, Cape Town (if country of origin is other than India else NCAOR, Goa).
2. Delivery Period (on or before): \_\_\_\_\_
3. Validity of quotation: 90 days from due date.
4. Quantity/Trade discounts, if any.
5. Guarantee/Warranty of the product:
6. GST if any:
7. Specify Brand/Make Model of the quoted item (Catalogue, brochures & leaflets etc. of the quoted item to be enclosed)

**Yours faithfully,**

**Sd-  
Joint Manager (Procurement & Stores)  
For and on behalf of Director, NCAOR**



	<b>SUPPLY OF POLAR GLOVES WORKING (DIRTY RIGGER)</b>								
1	20786 Carve shiny Black Vermillion Gun Metal	140 Nos							
2	10338 Anaconda shiny Black Polarized TNS AR	140 Nos							
3	Packing, forwarding, Freight, Insurance etc., on FOR NCAOR Goa basis.(for Indian origin goods)								
4	GRAND TOTAL FOR INR								
5	FOB Charges (including packing & forwarding etc)								
6	C.I.P. basis upto IHC, Cape Town (by AIR) OR C.I.F basis upto IHC, Cape Town Port (by SEA) (Please strike out whichever is not applicable). If it is not striked out clearly it will be assumed that quote is on CIP by AIR & it will be binding tenderer.(CIP/CIF only if country of origin is other than India).								
7	<b>GRAND TOTAL FOR QUOTED ONE FOREIGN CURRENCY</b>								

**\*GSTN:** \_\_\_\_\_

- 1. Validity: 90 days from the due date of tender.**
- 2. Delivery by (please indicate): on or before \_\_\_\_\_**
- 3 I/We accept all the terms & conditions of the tender/enquiry.**

**Signature:**

**Designation:**

**Bidders Name with address & Seal:**

**Phone No.:**

**Email Address:**

**TERMS AND CONDITIONS FOR SUBMISSION OF TENDER/ENQUIRY**

1)The National Centre for Antarctic and Ocean Research (NCAOR)invites quotation/sealed tender from the reputed firms for the “**SUPPLY OF POLAR GLOVES WORKING (DIRTY RIGGER)**”

2) The tender should be submitted in sealed covers, super scribing tender for “**SUPPLY OF POLAR GLOVES WORKING (DIRTY RIGGER)**” addressed to the Director, National Centre for Antarctic and Ocean Research, Headland-Sada, Vasco-da-Gama, Goa-403 804. (only for tenders).

3)a) Overwriting and corrections should be attested properly. The bid/quotation should be complete in all respects and should be duly signed. **Incompleteand unsigned bids/quotation will not be considered.**

b) Tenderer/supplier should submit tender in sealed cover within due date in their letter head indicating answer to questionnaire of this tender along with all the required documents as required in tender .

c) **The tenderer/supplier should quote the price in the price bid format as at Annexure I only.** (ifit is tender of two bid system then price bid in the price bid format only should be submitted in separate sealed cover with indicating tender number & bidder name on the cover) Any alteration /modification to the price bid format shall liable for rejection of Bid/quotation. **No price should be mentioned/quoted in the Techno-Commercial bid (applicable for two bid system)**

4) All relevant technical literature pertain to items quoted **with full specifications** (Drawing, if any), information about the products quoted, including brochures if any should accompany the quotation.

5)A list of **reputed clients** to whom the firm has supplied similar items to be furnished along-with the quotation/tender.

The Bidder should furnish the Name and address of the Purchasers placed orders on similar equipment with order No, date, Description and quantity, Date of Supply along with Contact person Telephone No, Fax No, and e mail address of Purchaser. The Bidder should enclose copies of Purchase Orders of recent similar supplies to the other customer.

6) Quotation should be **valid for a period of 90 days** from the date of tender opening/date pf enquiry due date and the period of delivery required should also be clearly indicated. If the

supplier fails to deliver the goods within the time to be agreed upon, for delayed deliveries (wherever applicable) NCAOR reserves the right to **levy liquidated damages** at the rate of 0.5% per week or part thereof up to a maximum of 5%.

7) The **warranty period** and the kind of **post-warranty support** should be indicated. Warranty shall commence from the date of installation and acceptance of the complete equipment supplied under the Purchase Order / Contract.

8) **Technical bid should contain EMD.**

**A) Foreign Bidders** shall submit **EMD** along with their tender **in the form of a bank guarantee** for a sum of GBP 170.00 (GBP One Hundred Seventy Only ) from any reputed bank (scheduled bank in India or foreign bank having operational Branch in India) initially valid for 180 days from the date of closing of the tender as per the proforma enclosed.

**B) Indian Bidders** shall submit EMD either by DD drawn in favour of NCAOR, on any nationalized bank for a sum of Rs. 15340- (Rupees Fifteen Thousand Three Hundred Forty only) payable at Vasco-da-Gama or in the form of a bank guarantee for a sum Rs. 15,340/- (Rupees Fifteen Thousand Three Hundred Forty only) from any reputed bank (scheduled bank) initially valid for 180 days from the date of closing tender as per the proforma enclosed.

The Original DD/BG towards EMD should reach NCAOR within the bid submission date and time for the tender.

Bids received without EMD will be rejected.

The EMD of unsuccessful bidders shall be returned within 30 days of the award of contract.

The earnest money will be liable to be forfeited, if the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of his tender.

9) Please **specify the Make/Brand quoted with full details** and Name of the Manufacturer with address, country of origin and currency in which rates are quoted.

10) The Purchaser requires that the bidders suppliers and contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

“Corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution:

“fraudulent practice” means a misrepresentation or omission of facts in order to influence a procurement process or the execution of contract;

“collusive practice” means a scheme or arrangement between two or more bidders, with or without the knowledge of purchaser, designed to establish bid prices at artificial, noncompetitive levels; and

“coercive practice: means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of contract;

The purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question; The Decision of Director, NCAOR shall be final and binding.

11) NCAOR is not entitled to issue form “**C/D**”. No Taxes shall be payable by us unless payment of the same is specifically mentioned by the suppliers in their bids and same is legally leviable.

12) To avail duty concessions **Custom Duty** as per Govt. notification 51/96, NCAOR will provide exemption certificates.

13) **Bid/quotation should contain** all details and specifications, delivery schedule, Warranty, Installation,, Post Warranty, payment term, user-list, details of the price(s) of the item(s). **Any conditional bid/quote shall be rejected.**

14) The Prices shall be quoted in Indian Rupees for offers received within India for Goods manufactured in India: However tender/Quotation should contain item-wise prices including total GST, Charges for Inland Transportation, Insurance and other local services required for the delivering the goods on F.O.R NCAOR GOA.

15) All quotes in Foreign Currency should be quoted **CIP/CIF basis upto IHC, Cape Townonly**. However tender should contain item-wise prices including total FOB price, overall weight & dimensions of the equipment/item and cost of packing forwarding etc. b) **If the bidder to be quoted in Foreign Currency other than CIP/CIF Goa for any reason** then only customs duty after availing duty concessions as per Govt. notification 51/96 will be reimbursed by NCAOR against submission of paid original Bill of Entry to its nominated party in INR against their bill/debit note and all the other cost involved (viz clearance, insurance, transport etc.) to deliver upto FOR NCAOR, GOA will be on bidder/supplier account & to be quoted accordingly.

16) A Committee constituted by the Director, NCAOR for the purpose reserves the right to open the bids. Bids will be opened on the date and time mentioned in the tender document in the presence of tenderer. (only for Tender)

17) A technical Committee constituted by the Director will assess the product supplied/ for their quality and their conformity to the specifications provided by the firm in their quotations. Any item(s) identified by the Committee to be not as per the specifications or are found to be of inferior quality will be rejected, and the bills towards the supply will not be processed for payment till proper replacements are provided.

18) **The submission of tender/Quotation** shall be deemed to be an admission on the part of the tenderer/supplier, had fully acquainted with the specifications, etc. and no claim other than what stated in the tender shall be paid in the event of award of Purchase Order.

19) **Acceptance of this tender/Quotation** form and submission of the quote within the stipulated time would be treated as:

a) The tenderer/supplier has understood all requirements as described in our Tender/Enquiry document.

b) Acceptance to provide/establish all the facilities mentioned in our tender/Enquiry without any price escalation, if the tenderer/supplier finds it necessary to add any hardware or software or any other materials during implementation.

c) Agreeing to execute order to the satisfaction of NCAOR or its authorized representatives within the stipulated time.

20) NCAOR will not be liable for any obligation until such time NCAOR has communicated to the successful bidder of its decision to release the Purchase Order.

21) Installation charges (wherever applicable) should be clearly indicated & to be quoted in price bid only.

**22) NCAOR will not be responsible for any postal delays.**

23) Bidders shall note that NCAOR will not entertain any correspondence or queries on the status of the offers received against this Tender/Enquiry Invitation.

24) Tenders/Quotations from Manufacturers/Suppliers/Tenderers whose performance was not satisfactory in respect of quality of supplies and delivery schedules in any organizations, are liable for rejection. The tenders/Quotations that do not comply with the above criteria and other terms & conditions are liable for rejection.

25) The Director, NCAOR does not bind to accept the lowest quotation and reserves the right to himself, to reject or partly accept any or all the quotations received without assigning any reason.

26) All disputes arising in connection with executing the purchase order will be subject to the Jurisdiction of the Courts in Goa only.

27) No optional items to be quoted.

28) If the bidder prefer to quote on **High Sea Sales basis** on supply of foreign manufactured goods should quote in **INR inclusive of all cost delivery upto CIP/CIF IHC, Cape town basis. No GST amount will be reimbursed by NCAOR. NCAOR shall provide only the High Sea Sales agreement as per NCAOR format & customs duty exemption certificate as per Govt. notification 51/96 as applicable to High Sea Sales.**

29) **Payment Terms: No advance payment will be made.**

**A) For Indian currency quote: Payment will be made only after submission of PBG (wherever applicable)**

1) Payment for INR quotes shall be made within 30 days from the date of receipt & acceptance of the Equipment/item as ordered and completion of Installation (wherever applicable) against submission of original signed invoice in triplicate.

**B) For Foreign Currency Quote: i) Payment will be made in foreign currency to Foreign Original Equipment Manufacturer(OEM)/foreign supplier only. ii) Payment will be made only after submission of PBG (wherever applicable)**

a) More beneficial & economical payment method for supplier as well as NCAOR would be through Bank Wire Transfer against delivery of the goods as per order & submission of PBG on submission of following proof of dispatch documents:

1) Signed Bill of Lading /Airway Bill



- 2) Packing List
- 3) Certificate of Origin
- 4) Insurance Certificate
- 5) Signed Invoice

b) Payment shall be made within 30 days from the date of receipt & acceptance of the Equipment/item as ordered and completion of Installation (wherever applicable) & on submission of PBG (wherever applicable) against submission of original signed invoice in triplicate.

c) By Letter of Credit (LC) as per NCAOR L/C format only (enclosed as Annexure III) will be opened only after receipt of order acceptance and submission of PBG (wherever applicable)

d) Bidder should mention the preferred payment option for **foreign currency quote** out of above a,b& c in the techno-commercial bid document.

30) Card rate of bills selling rate as advised by SBI, Commercial Branch, Vasco-da-gama, Goa will be applied as on opening date of the Techno-Commercial bid for all conversion of foreign currency to INR wherever applicable.

31) For foreign supplies quoted in foreign currency, the Purchase Order(PO)/contract/agreement will be placed/entered to/with OEM/foreign supplier only, if need the PO may be routed through their Indian authorised bidder/authorised dealer/agent etc.

32) If Indian authorised bidder/ authorised dealer/agent etc. would like to quote partial supplies in INR then may quote under INR column of the Price bid format and should indicate supplier details from India provided all the responsibilities for such supplies etc. would be rest with original bidder/OEM supplier/main foreign bidder/supplier only. Undertaking to that effect should be provided in the techno-commercial bid.

33) All bank charges within India will be borne by NCAOR, Goa and outside India will be borne by beneficiary for the foreign payments.

**Annexure III**

**NCAOR LC APPLICATION FORMAT (CIP/CIF BASIS)**

Sr. No.	40 A	TYPE OF L/C	IRREVOCABLE			
1	31 D	DATE & PLACE OF EXPIRY	DATE : 21 DAYS FROM DATE OF SHIPMENT PLACE : AT THE COUNTER OF ADVISING BANK			
2	51A	APPLICANT BANK BIC	SBININBB229 STATE BANK OF INDIA (COMMERCIAL BRANCH) VASCO-DA-GAMA			
3	50	NAME & ADDRESS OF THE APPLICANT	NATIONAL CENTRE FOR ANTARCTIC AND OCEAN RESEARCH, HEADLAND SADA, VASCO-DA GAMA, GOA, INDIA.			
4	59	BENEFICIARY NAME & ADDRESS OF BENEFICIARY	<b>PLEASE INDICATE IN FULL AS PER FPO</b>			
5	32 B	CURRENCY CODE & AMOUNT OF CURRENCY	<b>PLEASE INDICATE AS PER FPO</b>			
6	41 A	CREDIT AVAILABLE WITH	STATE BANK OF INDIA <b>FOREIGN BRANCH / BENEFICIARY BANK</b>			
		CREDIT AVAILABLE BY	NEGOTIATION			
7	42 C	UNANCE OF THE DRAFTS AT NARRATIVE	AT SIGHT			
8	42 A	DRAFTS TO BE DRAWN ON DRAWEE BIC	SBININBB229 STATE BANK OF INDIA, COMMERCIAL BRANCH, VASCO-DA-GAMA GOA, INDIA			
9	43 P	PARTIAL SHIPMENTS	PROHIBITED	43 T	TRANSHIPMENTS	PERMITTED
10	44 E	PORT OF LOADING / AIRPORT OF DEPARTURE NARRATIVE	<b>PLEASE INDICATE THE PLACE</b>	44F	PORT OF DISCHARGE / AIRPORT OF DESTINATION NARRATIVE	<b>PLEASE INDICATE THE PLACE AS PER FPO</b>
11	44 D	LATEST SHIPMENT DATE – SHIPMNT PERIOD	ON OR BEFORE <b>PLEASE INDICATE DATE</b>			
12	45A	DESCRIPTION OF GOODS	<b>AS PER FPO</b>			

13	46 A	DOCUMENTS REQUIRED : a) DRAFT FOR 100 PCT OF INVOICE VALUE DRAWN ON STATE BANK OF INDIA, COMMERCIAL BRANCH, VASCO DA GAMA, GOA, INDIA b) SIGNED INVOICES IN TRIPLICATE QUOTING F.P.O.NO. & DATED AND AMENDMENT DATED WITH INDICATING ALL DESCRIPTION OF SUPPLIED ITEMS AS PER FPO. c) CERTIFICATE SHOWING GOODS TO BE OF <b>PLEASE INDICATE THE ORIGIN OF COUNTRY</b> ORIGIN. d) PACKING LIST IN TRIPLICATE. e) INSURANCE CERTIFICATE IN DUPLICATE COVERING <b>AIRFREIGHT / MARINE (PLEASE STRIKE WHICHEVER IS NOT APPLICABLE)</b> INSURANCE AS PER INSTITUTE CARGO CLAUSES (F.P.A/W.A/ ALL RISKS) AND PERILS AS PER INSTITUTE STRIKES, RIOTS AND CIVIL COMMOTIONS CLAUSES, WAR RISK AS PER INSTITUTE CLAUSES COVERS FOR C.I.F VALUES PLUS 10 PCT CLAIM, IF ANY, PAYABLE IN INDIA. f) COMPLETE SET OF MASTER AIRWAY BILL / OCEAN BILL OF LADING ( <b>PLEASE STRIKE WHICHEVER IS NOT APPLICABLE</b> ) STATING SHIPMENT TO _____ ( <b>SAME AS AT CLAUSE 44F</b> ) AND CONSIGNED TO STATE BANK OF INDIA, COMMERCIAL BRANCH, VASCO-DA-GAMA, GOA A/C. NATIONAL CENTRE FOR ANTARCTIC AND OCEAN RESEARCH, GOA, MARKED FREIGHT PREPAID	
14	47 A	ADDITIONAL CONDITIONS : 1. ALL DOCUMENTS MUST MENTION OUR L/C NUMBER, DATE AND NAME OF ISSUING BANK. 2. CREDIT IS SUBJECT TO THE UNIFORM CUSTOMS AND PRACTICES FOR THE DOCUMENTARY CREDIT (2007 REVISION) ICC PUBLICATION NO 600. 3. ( <b>FOR SEA FREIGHT</b> ) CONSIGNMENT TO BE SHIPPED THROUGH CLASS VESSEL AND NOT OVERAGED. 4. ONE ADDITIONAL COPY / PHOTOCOPY OF ALL REQUIRED DOCUMENTS MUST BE PRESENTED FOR LC ISSUING BANK FILE.	
15	71 B	SPECIFY IF ANY CHARGES ARE TO BENEFICIARY'S A/C	ALL BANK CHARGES OUTSIDE INDIA ARE ON BENEFICIARY'S ACCOUNT
16	48	PERIOD FOR DOCUMENTS TO BE PRESENTED	DOCUMENTS SHOULD BE PRESENTED WITHIN <b>21 DAYS</b> FROM THE DATE OF SHIPMENT
17	49	CONFIRMATION INSTRUCTIONS	WITH / WITHOUT
18	78	INSTRUCTION TO THE PAYING / ACCEPTING BANK NARRATIVE	1. THIS CREDIT IS SUBJECT TO UCPDC (2007 REVISION) ICC PUBLICATION NO. 600. 2. ON RECEIPT OF DOCUMENTS AT OUR COUNTRIES IN STRICT COMPLIANCE WITH LC TERMS AND CONDITIONS WE SHALL REMIT PROCEEDS AS PER YOUR INSTRUCTIONS. 3. OUR CHARGES FOR DISCREPANT DOCUMENTS ARE USD 50/-. 4. ALL DOCUMENTS IN ONE LOT TO STATEMENT OF INDIA, COMMERCIAL BRANCH, SHREE VIDYADHIRAJ BHAVAN, F.L. GOMES ROAD, VASCO DA GAMA, GOA, INDIA 403802
19	57A	CREDIT TO BE ADVISED TO THE BENEFICIARY THROUGH (BANK) NAME & ADDRESS ADVICE THRU BANK	STATE BANK OF INDIA <b>FOREIGN BRANCH (SHOULD BE SAME AS AT 41A) / BENEFICIARY BANK</b>

**TENDER ACCEPTANCE UNDERTAKING**

To

The Director,  
NCAOR, Headland Sada,  
Vasco – Goa.

Having examined the tender document for **“SUPPLY OF POLAR GLOVES WORKING (DIRTY RIGGER)** we the undersigned hereby offer to supply the equipment in conformity with all specifications and conditions set out in the tender document and price as quoted in the price bid.

We enclosed all the relevant documents as per the tender.

We understand that you are not bound to accept the lowest or any tender received.

**Date :**

**(Signature of Bidder)**

**Name :**

**Designation :**

Seal

**BANK GUARANTEE FORMAT FOR FURNISHING EMD**

**To**

**NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH**

**Headland Sada, Vasco-da-Gama, GOA 403 804, INDIA**

Whereas \_\_\_\_\_

(Hereinafter called the "tenderer"

has submitted their offer dated \_\_\_\_\_

for the supply of \_\_\_\_\_

(Herein after called the "tender"

WE \_\_\_\_\_ of having our registered office

At \_\_\_\_\_ are bound unto the NATIONAL

(Hereinafter called the Bank)

CENTRE FOR ANTARCTIC & OCEAN RESEARCH, Ministry of Earth Sciences, Govt. Of India having its office at Headland Sada, Vasco Goa 403 804, India (herein after called NCAOR which expression shall unless repugnant to the context or meaning thereof include all its successors, administrators, executors and assigns) in the sum of \_\_\_\_\_ for which payment will and truly to be made to. NCAOR, the Bank binds itself, its successors and assigns by these presents. Sealed with the common seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

THE CONDITIONS OF THIS OBLIGATION ARE:

- 1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- 2) If the tenderer having been notified of the acceptance of his tender by NCAOR during the period of its validity.
  - 2.a) If the tenderer fails to furnish the Performance security for the due performance of the contract.
  - 2.b) Fails or refuses to execute the contract

We undertake to pay NCAOR up to the above amount upon receipt of its first written demand, without NCAOR having to substantiate its demand, provided that in its demand the NCAOR will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee is valid until the \_\_\_\_\_ day of \_\_\_\_\_ 2018.

**Signature of the bank**