



ICAR - SUGARCANE BREEDING INSTITUTE
COIMBATORE - 641 007
TAMILNADU

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NOTICE INVITING TENDER THROUGH GeM PORTAL TOWARDS ENTERING INTO RATE CONTRACT FOR THE SUPPLY OF CHEMICALS, GLASSWARE, PLASTICWARE FOR THE YEAR 2026-27 WITH ICAR-SUGARCANE BREEDING INSTITUTE, COIMBATORE - 641 007, TAMILNADU AND ITS REGIONAL / RESEARCH CENTRES AT KARNAL (HARYANA) AND KANNUR (KERALA).

The Director, ICAR–Sugarcane Breeding Institute, Coimbatore invites proposals from the manufacturers / authorized distributors for entering into Annual Rate Contract for the supply of Chemicals/Glassware/Plasticware **for the year 2026-27**. All the relevant details are given below.

The tender document contains the following: -

1)	Terms & Conditions for Rate Contract
2)	Tender acceptance letter - (Annexure-I)
3)	Authorization letter for Distributor / Supplier - (Annexure-II)

IMPORTANT NOTES: -

- I. **Bids received on GeM Portal only will be considered.**
- II. ICAR-SBI reserves the right to accept / reject any or all the tenders in part / full without assigning any reason thereof.
- III. Any change / corrigendum / extension of opening date in respect of this tender shall be issued through GeM portal only and no press notification will be issued in this regard.
- IV. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Institute reserves the right to accept or reject any or all the tenders.
- V. The bidders are required to furnish / upload copies of the following documents:
 - 1) Signed & scanned copy of Firm's registration
 - 2) Signed & scanned copy of GST
 - 3) Signed & scanned copy of PAN
 - 4) Tender acceptance letter - **Annexure – I**
 - 5) Authorization letter – in **Annexure -II**
 - 6) **Price list for the year 2026-27** to be uploaded alongwith above documents in GeM portal.

NOTE :

- a) Documents from 1 – 5 listed above must be submitted through GeM Portal only.
- b) Documents for Point No.6 above - In case due to size limitations if the bidders are not able to upload the price list in the GeM Portal, bidders may submit the hard copy of price list / CD by post **on or before 18.05.2026**.

The bidders are also required to submit the following undertaking :

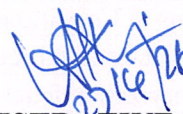
We agree to supply the above goods and allied services. We confirm that the same will meet the description, specification and other technical details as required in the tender enquiry.

We confirm that we agree to all other terms and conditions of your tender enquiry including the terms of delivery, period of delivery and warranty provision.

We have furnished all the information, as required in the tender enquiry and attached the relevant documents.

(In case a tenderer desires to put some additional/modified stipulations, terms and conditions etc. the same may be clearly indicated).

We confirm that our offer will remain valid for acceptance for **180 days** after the date of opening of tenders.

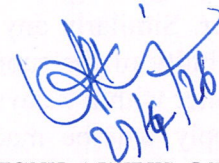


ADMINISTRATIVE OFFICER

TERMS & CONDITIONS FOR RATE CONTRACT

1. **Rate contract proposal should be submitted by the manufacturer / principal firm. Rate contract proposal from the distributor / supplier will be considered only on production of authorization certificate from the manufacturers / principal firm.**
2. **Manufacturer / Principal firm should not authorize more than one distributor / supplier for same brand of Chemicals / Glassware / Plasticware.**
3. **The date of issue of Manufacturer Authorization letter should be within three months before the last date for submission of tender.**
4. **No equipment, apparatus and spares for the equipments are covered under this rate contract.**
5. The packing, freight, forwarding, insurance charges, if any, will not be borne by the purchaser. Similarly any loss, damage, pilferage etc. of the material on transit will be sole responsibility of the supplier. The defective supply, breakages(s) if any is to be replaced by the supplier within 7 days without any freight /transport charges.
6. The supply will be made on F.O.R. basis to the ICAR – Sugarcane Breeding Institute, Coimbatore/Karnal/Kannur.
7. GST and any other Govt. levies will be paid extra as applicable under rule.
8. Two percent (2.0%) of the total billed amount will be deducted towards TDS on GST and the same will be remitted to the GST Department concerned.
9. The supplies will have to be completed within 30 days from the date of issuing of purchase order. A sum equivalent to 0.5 (Half) per cent of the prices subject to a maximum of 10% will be recovered the liquidated damage for the portion of stores delivered late, for each week or part thereof of delay and also this Institute reserves the right to cancel the supply order without any further reference to you.
10. No advance payment will be made. Payment will be released within 30 days through E-payment only after receiving goods in full and in satisfactory conditions. [Pre-receipted bills triplicate on a revenue stamp] required to be sent to the Director, ICAR-Sugarcane Breeding Institute, Coimbatore-641007 for payment. No interest will however, be payable in case of delay in payments.
11. Payment will be made as per the pricelist as accepted by the Institute under rate contract and no price revision in rate (on higher side) will be accepted during the period of rate contract.
12. The order will be placed as per requirement irrespective of value of the order.
13. The firm should supply the items as per unit price mentioned in the pricelist.
14. Supply should be made in full against the order and no partial supply will be accepted.
15. No payment will be made for unsatisfactory supplies.
16. The articles should be securely packed to avoid damages in transit.
17. Supplies to be made from the latest batch of production with maximum life period in original packing.
18. **The rate contract should be valid upto 31.07.2027.**
19. A certificate is to be given by the firm that the price list supplied is the only one in circulation.
20. **Price list to be followed during Rate Contract should be uploaded alongwith bid documents. The firms which could not attach the price list in GeM Portal due to its size may send the hard copy of Price list / CD by post on or before 18.05.2026. This relaxation is applicable only for price list. All the other documents are to be submitted only through GeM Portal.**
21. Discount, if any on the price may be mentioned clearly. The discount offered should not be less than the discount given to any other Department.

22. All questions, disputes or differences in connection with the contract shall be subject to the executive jurisdiction of the court within the local limits of Coimbatore.
23. In case of any discrepancy between unit prices and total price, the unit price shall prevail.
24. In case of supply of goods made through dealer, their name and mail address may be declared/ indicated.
25. The Director, ICAR-SBI, Coimbatore reserves the rights to accept or reject any or all tenders without assigning any reason thereof.
26. Suppression of any relevant/factual information if any and found later, the contract will be terminated immediately and appropriate action will be taken accordingly.
27. The bids received without the documents indicated at **Sl. No.V of Tender notification** will be rejected.



ADMINISTRATIVE OFFICER

Annexure - I



ICAR - SUGARCANE BREEDING INSTITUTE
COIMBATORE - 641 007
TAMILNADU

TENDER ACCEPTANCE LETTER

TENDER FORM FOR ENTERING INTO RATE CONTRACT FOR THE SUPPLY OF CHEMICALS / GLASSWARE / PLASTICWARE FOR THE YEAR 2026-27 WITH ICAR-SUGARCANE BREEDING INSTITUTE, COIMBATORE – 641 007 (TAMILNADU), KARNAL (HARYANA), KANNUR (KERALA).	
1.	Name & address of the Firm
2.	Name of the Brands (Chemicals/Glassware/Plasticware)
3.	Items / materials for which the rate contract is offered :
	a) Chemicals
	b) Glassware
	c) Plastic ware
4.	Discount offered on manufacturers price: (The discount offered should not be less than the discount offered to any other Govt. Department / Organizations :
	a) Chemicals
	b) Glassware
	c) Plastic ware
5.	Whether entering into Rate Contract in the capacity of Manufacturer (or) authorized distributor / authorized supplier (Please specify)
6.	If an authorized distributor / authorized supplier, please attach the copy of authorization certificate from the manufacturer for entering into Rate Contract for the period upto 31.07.2027 in Annexure-II
7.	(i) Whether the Price List for the year 2026-27 is attached*
	(ii) If not, indicate the year of the price list which will be followed during the Rate Contract period 2026-27 (please specify)

8.	Whether accepting to supply the Chemicals/ Glassware/ Plasticware as per the price list upto 31.07.2027 (Please specify)	
9.	State whether you have been currently banned/blacklisted by any Ministry/Department of Central Govt. Authority body or any State Govt. if so, give details	
10.	Any other information vital for entering into rate contract	
11.	List of documents attached (Signed & scanned copy):	1) 2) 3) 4) 5) 6) 7)

*Bidders may submit the hard copy of Price list / CD by post, if the bidder not able to upload the Price List in GeM portal due to its size. The Price list should reach this office on or before the last date for receipt of bid (i.e. **18.05.2026**). **(All other documents are to be uploaded through GeM portal only).**

We have carefully read the terms and conditions of the tender and are agreeing to abide by these in letter and spirit.

Date:

Signature of the Applicant / Authorized signatory

Address:

Phone No.

Email Id:

Fax No.

ANNEXURE – II

<To be submitted by Manufacturer in Letter Head>

AUTHORIZATION LETTER FOR DISTRIBUTOR / SUPPLIER

Dated:

To

The Director,
ICAR - Sugarcane Breeding Institute,
Coimbatore - 641007
Tamil Nadu.

Sub: Rate Contract for the supply of Chemicals / Glassware / Plasticware for the year 2026-27.

Ref: Tender Enquiry No: F.No: 2-1/2026-27-Stores published in **GeM Portal**

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Sir,

We, M/s. (Name and address of the Manufacturer) hereby authorize, M/s. (Name and address of the authorized Distributor / Supplier) to participate in Rate Contract for the supply of Chemicals / Glassware / Plasticware **for the year 2026-27** on behalf of us and for the material supplied by them in the contractual period, we will be responsible for its quality and guarantee/warranty. We hereby also authorize the above firm to supply the Chemicals/Glassware/Plasticware for the period upto **31.07.2027**.

Authorized signatory

(Name and address with company seal)

Note: The Date of issue of Manufacturer's Authorization letter should be within three months of tender closing date.