

Terms & Conditions**General:**

1. The Annual Rate Contract is valid for the period of **one year**, and may be **extended for further period of one year** if deemed fit, with same rate, terms and conditions.
2. The Party has to sign a Contract on Rs. 300/- Non Judicial Stamp Paper as per the draft after issuing Annual Contract letter.
3. The Party has to pay Rs. 2000/- (Two Thousand Rupees Only) (Non Refundable) Registration fee by D.D. / Cheque in favour of Director, I.T.R.A., Jamnagar after issuing Annual Contract letter.
4. The mentioned items in the attachment only to be considered under Rate Contract. **No extra Items which were not mentioned in the List of Requested items will not be considered under Rate contract even though Vendor/ Seller sent as attachment.**
5. All the Rates and Items Names are to be mentioned carefully without any errors and specify the name of manufacturers in bold letters clearly without any ambiguity or discrepancy. Rate contract documents without specified attachments and not in clear about the names or amounts will be considered as carelessness from the vendor/ seller and those will be disqualified for this Rate Contract.

Authorization:

6. All the Items Requested must have **Authorization Certificate** in the specified attached format (**Annexure-1**) from the OEM/ Chemical Manufacturer on their respective letter head. In case, any vendor failed to attach in the proper requested format the firm/agency will be considered as **"DISQUALIFIED"**.
7. Any seller/vendor submitted the Authorization letter partially for items under Rate contract those items only will be considered for rate contract even though listed in the same letter along with other items.
8. Any seller/ vendor submitted the fake or tampered authorization letter will be considered to be **blacklisted for 3 years** from the Rate Contract procedure of institute.
9. Only registered/authorized firms will be considered under purview of contract. The bidder has to supply **DECLARATION REGARDING NON-BLACKLISTING / DEBARRING** in the specified attached format (**Annexure-2**)

Transportation and Delivery:

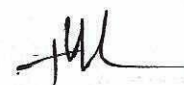
10. The Vendors/Sellers have to deliver goods within 21 days from the date of purchase order. Failed in case, seller/vendor must request before the 21st day to concerned department of buyer to extend the procurement period.

Note: It can be requested for maximum to up to 1 month (30 days) and for once only (through mail only). In the second attempt also vendor failed to supply the proper items (i.e even after the 51 days of the purchase order released by buyer.) the purchase order will be considered as **"CANCELLED"** and Buyer is eligible to create the same order on the name of other Vendor/Seller with the same conditions.

11. Transportation and delivery of items in minus 20 Centigrade or 2 to 8 Centigrade are to be transported in proper storage temperature conditions only. If any shipment found / not received as per the labelled temperature range specified by manufacturer; will be liable to reject by Buyer.
12. Freight, Transportation etc. any other charges / expenses are to be borne by the Seller / Vendor only.

Bill / GST / Taxes:

13. Sellers / vendors have to quote rates without GST / Taxes. All GST / Taxes imposed by Government time to time are admissible as per rules.
14. No Consideration for any verbal requests regarding the Discounts / Preference of purchase for single items will be entertained in any form from the buyer.
15. Seller / Vendor is sole responsible for the proof reading mistakes or any transcription errors with either in the Rate Contract Prices or bills causing delay in the payment.



मदेशक
एवं अनुसंधान संस्था
मलय, भारत सरकार
मलनगर

CERTIFICATE OF AUTHORIZATION FOR INSTITUTIONAL SUPPLIES

Ref.No:

Date:

To,
The Director,
Institute of Teaching and Research in Ayurveda,
(Ministry of AYUSH, Govt. of India),
Opp.City-B-Division Police Station, Gurudwara Road,
Jamnagar-361008, Gujarat.

Sub:- Authorization letter for supply of reagents/chemicals/glassware for the Rate Contract. -

Ref:- Rate contract adv. No. of ITRA and Date _____

This is to hereby certify that the below mentioned distribution firm has been authorized towards executing supplies to the Institute of Teaching and research in Ayurveda (I.T.R.A), Jamnagar, Gujarat for the specific tenure mentioned below.

The Distribution firm, as mentioned below, is hereby authorized to submit quotations, collect orders, supply products, submit bills and collect payment. In case of failure in supply the requested material from the ITRA with in the specified timeline, we will take necessary action on the vendor or we are liable as OEM to supply the products to ITRA concerned section.

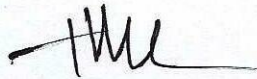
Authorized Distributor Name and Complete address:

Product Name:

Authorization Tenure:

Any remarks:

Seal and Signature of the
Authorized Person from
OEM/Material
Manufacturer



निदेशक
आयुर्वेद शिक्षण एवं अनुसंधान संस्थान
आयुष मंत्रालय, भारत सरकार
जामनगर

DECLARATION REGARDING NON-BLACKLISTING/DEBARRING

(To be executed and attested by a public Notary on non-judicial stamp paper of the value of INR One Hundred)

I/We _____ (Applicant) hereby declare that our firm/company namely _____ M/s _____ has not been blacklisted or debarred in the past by the Central Govt. / State Govt./ Public Sector Undertaking/ Universities or any other Govt. organization from taking part in Government Tender in India and has no litigation in any of the Court(s).

I/We _____ (Applicant) hereby declare that our firm/company namely M/s. _____ was blacklisted or debarred by the Central Govt. / State Govt. / Public Sector Undertaking/Universities or any other Govt. organization from taking part in Government Tender for a period of _____ year w.e.f. _____ to _____. The period is over on and now the firm / company is entitled to take part in Government Tender.

In case the above information is found false, I/we are fully aware that the Tender/contract will be rejected/cancelled by Director, ITRA Jamnagar.

DEPONENT

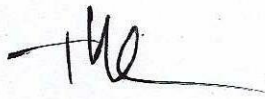
Signatures of the Bidder:

Name of the Authorized Signatory:

Designation:

Company's Seal:

Attested:
(Public Notary)



निदेशक
आयुर्वेद शिक्षण एवं अनुसंधान संस्थान
आयुष मंत्रालय, भारत सरकार
जामनगर