



द्वारा : स्पीड पोस्ट/हाथों – हाथ



भा. कृ. अनु. प. – केन्द्रीय शुष्क क्षेत्र अनुसंधान संस्थान  
ICAR - Central Arid Zone Research Institute  
जोधपुर (राजस्थान) 342 003 / Jodhpur (Rajasthan) 342 003  
Website: www.cazri.res.in, Email: director.cazri@icar.gov.in  
Phone No. 0291 – 2786485 (CAO) 2787152 (AAO) / FAX: 0291 – 2788706



F. No. 4(11)/2019-2020/Admn.IV

Dated : 08.01.2020

To

M/s.....  
.....  
.....  
.....

Sub: Inviting Quotations for Purchase of Electronic Balance.

Dear Sir(s),

You are requested to kindly quote your lowest rates on the letter head of your firm with your all terms & condition keeping the following conditions in view, in respect of the articles as mentioned in the Schedule to Tender.

1. No advance payment will be made. However, the payment is normally made within 30 days from the date of receipt of material in good condition as per order.
2. Payment will be made by mode of e-payment to the supplier/firm after satisfactory supply of ordered material and receipt of pre-receipt.
3. The quantity proposed in the quotation may be increased or decreased at the discretion of the authority while placing the order.
4. Quotations not found according to specification will be rejected/not considered.
5. The firm should supply the printed literature, operational manual etc., if applicable. The firm should also supply a copy of the authorised dealership certificate of the item, if applicable.
6. Quotations should remain valid for 6 months from the date of quotation.
7. The rate should be on F.O.R. ICAR-CAZRI, **Jodhpur** basis for indigenous items.
8. The firm should indicate PAN/TIN/GST as per Govt. Rules.
9. The Rates quoted should **be clearly be indicated in figure as well as in words**. While quoting the rates, it may be clearly indicated whether the items are inclusive or exclusive of GST, Excise Duty, Custom Duty, Octroi etc. either in terms of percentage or in absolute term.
10. Delivery will have to be made normally within 30 days from the date of issue of our order or as mentioned in the supply order unless such extension is allowed by the Institute **failing which suitable penalty as indicated in the supply order will be imposed.**
11. The quotation may be sent to the office by courier/Regd. Post/Speed Post in sealed cover superscribed with **“Quotation for Purchase of Electronic Balance”** due date 21.01.2020 and the same must be reach to this Office on or before **21.01.2020 upto 3.00 PM** failing which it will not be considered. The quotation should be dropped in the Tender Box placed in the Store Section (with A.A.O. IV). The Quotation will be opened on the very same i.e. on 21.01.2020 at 3.30 PM in presence of the representative of the firm if they desire to attend.
12. In case of any disputes, the decision of the Director, CAZRI, Jodhpur shall be binding on the part of the contractor/supplier.
13. Director, CAZRI, Jodhpur reserves the right to accept or reject any or all the quotation without assigning any reason.
14. All bids must be accompanied by a bid security/Earnest money deposit (EMD) @ 2% of the estimated value of the item, **if the cost of the item is more than Rs. 1.00 lac** in the form of a Demand Draft on a scheduled commercial bank in India, in favour of **ICAR Unit – CAZRI, Jodhpur**. Without EMD as above, quotation will not be considered (**Item less than Rs. 1.00 lac need not require EMD**). If the firm is registered with National small Industries Corporation (NSIC) there is no need to submit EMD (Bid Security).
15. No part supply will be allowed.
16. The items required is for the ICAR-CAZRI, Jodhpur and therefore, supply will have to be made accordingly.

P.T.O.

17. The details of this NITs are also available in our web site-[www.cazri.res.in](http://www.cazri.res.in).

Yours faithfully,

Asstt. Administrative Officer(s)  
for Director

**Schedule to Tender**

<b>S. No.</b>	<b>Particulars</b>	<b>Qty.</b>	<b>Place of supply</b>
1.	<b>Electronic Balance</b> <ul style="list-style-type: none"><li>✓ Table top model with suitable pan size (&gt;85mm) and wind break shield</li><li>✓ Maximum weighing capacity 500g &amp; above</li><li>✓ Minimum readability 0.001g</li><li>✓ Repeatability <math>\pm 1</math>mg</li><li>✓ Linearity <math>\pm 1-2</math>mg</li><li>✓ Fast Response time (2-15 seconds)</li><li>✓ Operating temperature should be 15-35<sup>0</sup>C</li><li>✓ Fully automated internal calibration with built in weight</li><li>✓ Built in standard RS-232 C interface</li><li>✓ Specific gravity measurement and piece counting software</li><li>✓ LCD display</li><li>✓ 12 months warranty</li></ul>	01 No.	ICAR- CAZRI, Jodhpur

Asstt. Administrative Officer(s)  
for Director