



**NORTHERN REGIONAL CENTRE**

**ZOOLOGICAL SURVEY OF INDIA**

**MINISTRY OF ENVIRONMENT, FOREST & CLIMATE CHANGE**

**218, KAULAGARH ROAD, DEHRADUN-248195**



## Government of India

### Ministry of Environment, Forests and Climate Change

Phones: 0135 275 8362 (Tele FAX)  
0135-275 6349, 275 4939, 275 5279  
Grams: 'Zoolsur', DehraDun  
E-mail: [zsisawal@gmail.com](mailto:zsisawal@gmail.com)

Zoological Survey of India,  
Northern Regional Center  
218 Kaulagarh Road,  
Dehra Dun - 248 195

### E-NOTICE INVITING TENDER

**Ref. No: 81-4/ZSI/NRC/STORES/2018-19/751**

**DATED 07 January 2019**

Zoological Survey of India, invites only online bids under single bid system of two Scientific Instruments (a) A-F-S Nikkor, F.2.8E FLED VR with Telephoto lens (one) 2. Plotter-A1 Size plotter (one) from reputed suppliers.

The details of Tender with specifications and complete terms and conditions are available on the MOEFCC portal i.e. <https://moefcc.euniwizard.com>

As well as on the website of Zoological Survey of India: <http://www.zsi.gov.in> (for reference only).The tender has to be bided in the website only through online portal.

On behalf of the President of India, Officer-in-Charge, Northern Regional Centre, Zoological Survey of India, Dehradun- 248195, invites sealed tenders / bids / from the reputed firm / OEM / authorized dealer / firm for the Supply of Scientific Instruments as per Schedule of Requirement. The tender document consists of the following two parts.

Part-1(A): "TERMS & CONDITIONS" of the tender.

Part-1(B): "VENDOR EVALUATION FORM" of the tender.

Part-1(C): "SCHEDULE OF REQUIREMENT" of the tender.

Part-1(D): "EVALUATION CRITERIA & PRICE BID ISSUE" of the tender.

Part-2: "PRICE BID" of the tender.

### The schedule of activity is as follows:

SN	Activity/Item Description	Time Schedule
1.	Tender No.	81-4/ZSI/NRC/STORES/2018-19/751
2.	Request tender document from date and time	07/01/2019 to 24/01/2019, 3:30 pm
3.	Tender online submission end date and time	24/01/2019, 3:30 pm

4.	Date and time for opening online Financial bid	25/01/2019, 3:30 pm
5.	Amount of EMD to be deposited	Rs. 10,000/- (Non-Refundable)
8.	Tender fees.	Rs.500/-

(The dates for submission and opening of the tender, Tender Fee & EMD mentioned above are final. In case some others for these are mentioned elsewhere in the tender document, it shall prevail over them.)

Please super-scribe the Title, Reference number and date of opening of the Bids online The Tender, complete in all respects should be submitted up to 03.30 pm on 24 January 2019 which shall be opened on the next day at 3.30 pm in presence of parties present at the time of opening of Tender.

For any communication regarding this tender, kindly mention Bid Reference No i.e. 81-4/ZSI/NRC/STORES/2018-19 on the main envelop of the correspondence.

The sealed envelope containing "Terms & Conditions", "Vendor Evaluation Form", "Schedule of Requirement", "Evaluation Criteria & Price Bid Issue" and "Price Bid" on prescribed tender document should reach the **Officer-in-Charge, Northern Regional Centre, Zoological Survey of India, 218, Kaulagarh Road, Dehradun- 248195**, on or before 24 January 2019 up to 3.30 pm otherwise the tender will not be accepted. One representative of each vendor may participate at the time of opening the bids. The bidders may depute their representative, duly authorized in writing, to attend the opening of bids on the due date and time. Rate and important commercial / technical clauses quoted by the all the Bidders will read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of your representative.

Bidders are required to submit Tender Fee and Earnest Money Deposit (EMD) for amount of Rs 500/- (Rupees One Thousand only) and Rs 10,000/- (Rupees Ten Thousand only) respectively along with their bids. The EMD may be submitted in the form of Account payee Demand Draft / Pay Order / Bank Draft should be in favour of "DDO, ZSI, Dehradun, payable at Dehradun" in a separate sealed envelope. All tenders submitted without requisite amount of Tender Fee and earnest money shall be rejected and their financial bids shall not be considered.

It will be the responsibility of the bidders to check website <http://www.zsi.gov.in> for any amendment through corrigendum in the tender document. In case of any amendment, bidders will have to incorporate the amendments in their bid accordingly.

Dehradun

  
Officer-in-Charge, ZSI,

### **INSTRUCTIONS TO THE SUPPLIER (S)**

(The dates for submission and opening of the tender, Tender Fee & EMD mentioned above are final. In case some others for these are mentioned elsewhere in the tender document, it shall prevail over them.)

The Tender, complete in all respects should be submitted online up to 03.30 pm on 24 January 2019 which shall be opened on the next day at 3.30 pm in presence of parties present at the time of opening of Tender.

The sealed envelope containing "Terms & Conditions", "Vendor Evaluation Form", "Schedule of Requirement", "Evaluation Criteria & Price Bid Issue" and "Price Bid" on prescribed tender document should reach the **Officer-in-Charge, Northern Regional Centre, Zoological Survey of India, 218, Kaulagarh Road, Dehradun- 248195**, on or before 24 January 2019 up to 3.30 pm otherwise the tender will not be accepted. One representative of each vendor may participate at the time of opening the bids. The bidders may depute their representative, duly authorized in writing, to attend the opening of bids on the due date and time. Rate and important commercial / technical clauses quoted by the all the Bidders will read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of your representative.

Bidders are required to submit Tender Fee and Earnest Money Deposit (EMD) for amount of Rs 500/- (Rupees Five Hundred only) and Rs 10,000/- (Rupees Ten Thousand only) respectively along with their bids. The EMD may be submitted in the form of Account payee Demand Draft / Pay Order / Bank Draft should be in favor of "DDO, ZSI, Dehradun, payable at Dehradun" in a separate sealed envelope. All tenders submitted without requisite amount of Tender Fee and earnest money shall be rejected and their financial bids shall not be considered.

It will be the responsibility of the bidders to check website <https://moefcc.euniwizard.com> for any amendment through corrigendum in the tender document. In case of any amendment, bidders will have to incorporate the amendments in their bid accordingly.

  
Officer-in-Charge, ZSI, Dehradun

## PART – 1(A)

### TERMS & CONDITIONS OF REQUEST FOR PROPOSAL TO SUPPLY THE SCIENTIFIC INSTRUMENTS

**1.Last date and time for depositing the Bids:**3.30 pm 24 January 2019. The sealed Bids should be deposited/reach by the due date and time. The responsibility to ensure this lies with the Bidder.

**2.Manner of depositing the Bids:** Sealed Bids should be either dropped in the Tender Box marked as OFFICER-IN-CHARGE, ZOOLOGICAL SURVEY OF INDIA, DEHRADUN or sent by registered post at the address given below so as to reach by the due date and time. Late / Delayed tenders will not be considered. Printed conditions of the vendor submitted with the tender will not be binding on Zoological Survey of India. No responsibility will be taken for postal delay or non-delivery / non-receipt of Bid documents. Bids sent by FAX or e-mail will not be considered. Bid should be submitted along with Tender Fee for Rs 500/- (Non-refundable) in the form of Bank draft in favor of DDO, ZSI payable at Dehradun. Please super-scribe the above mentioned Title, Request for Proposal No and date of opening of the Bids on the sealed cover to avoid the Bid being declared invalid.

**Address:** Officer-in-Charge,  
Northern Regional Centre  
Zoological Survey of India,  
218 Kaulagarh Road,  
Dehra Dun - 248 195, (Uttarakhand)

**3. Time and date for opening of Bids:**3.30 pm 25 January 2019 (If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer).

**4.Location of the Tender Box:** Northern Regional Centre, Zoological Survey of India, 218 Kaulagarh Road, Dehra Dun - 248 195. Only those Bids that are found in the tender box will be opened. Bids dropped in the wrong Tender Box will be rendered invalid.

**5. Place of opening of the Bids:** Conference Hall or any other place of Zoological survey of India. The Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of your representative.

**Single Bid System:** Bids would be opened on 25 January 2019 at 3.30 pm.

**7. Forwarding of Bids:** Bids should be forwarded by Bidders under their original memo / letter pad inter alia furnishing details like TIN number, Service Tax Registration No, VAT/CST/GST number, etc and complete postal & e-mail address of their office.

**8. Clarification regarding contents of the Tender:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the Buyer in writing about the clarifications sought not later than 14 (fourteen) days prior to the date of opening of the Bids.

**9. Modification and Withdrawal of Bids:** A bidder may modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by the Buyer prior to deadline

prescribed for submission of bids. A withdrawal notice may be sent by fax but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach the purchaser not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security and rejection of bid(s).

**10. Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

**11. Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection of bid. Conditional tenders will be rejected and forfeiture of EMD.

**12. Validity of Bids:** The Bids should remain valid till 90 days from the last date of submission of the Bids.

**13. Earnest Money Deposit:** Bidders are required to submit Earnest Money Deposit (EMD) for amount of Rs 10,000/- (Rupees Ten Thousand) along with their bids. The EMD may be submitted in the form of Account payee Demand Draft / Pay Order / in favour of DDO, ZSI, payable at Dehradun in a separate sealed envelope. No exemption in earnest money shall be given. All tenders submitted without requisite amount of earnest money shall be rejected and their financial bids shall not be opened. EMD is to remain valid for a period of forty-five days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The Bid Security of the successful bidder would be returned, without any interest whatsoever, after the receipt of items. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender.

**14. Interested parties who fulfill following criteria are only eligible for purchase contract:**

(a) Registered with Service tax/ Sales / VAT /GST/ Service Tax with TIN No. Must have registered shop/office/show room.

(b) Experience of supply of similar type of Items in Central Government Organization (please attach requisite documents).

(c) The firms/bidders should not have been blacklisted by any Department of Govt. of India. The tendering firms/ bidders shall have to give a notarized affidavit on a stamp paper of appropriate value to the effect that they have not been blacklisted or their business dealings with Department of Govt. of India have not been banned.

**15.** For further information/clarification in this respect, please contact Officer-In-Charge/Store Officer/Store Assistant, ZSI, Dehradun during working hours.

**16.** No increase in rates will be allowed during the Contract Period due to any reason, after opening the bids.

**17.** In case, Service Tax, excise duty and/or trade tax/sales tax etc are reduced or increased subsequently by

the Government at the time of placement of the Work Order, then the same will be adjusted by either party on production of requisite proof.

**18.** The prices quoted should be inclusive of all taxes etc and no hidden cost may be given.

**19. Arbitration:** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration. The standard clause of arbitration is as per Zoological Survey of India regulations.

**20. Penalty for use of Undue influence:** The Seller undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India for showing or forbearing to show favour or disfavour to any person in relation to the present Contract or any other Contract with the Government of India.

Any breach of the aforesaid undertaking by the Seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the Seller) or the commission of any offence by the Seller or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the Buyer to cancel the contract and all or any other contracts with the Seller and recover from the Seller the amount of any loss arising from such cancellation. A decision of the Buyer or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the Seller. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Seller towards any officer/employee of the Buyer or to any other person in a position to influence any officer/employee of the Buyer for showing any favour in relation to this or any other contract, shall render the Seller to such liability/ penalty as the Buyer may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Buyer.

**21.** This Request for Proposal will be binding to the successful vendor as contract documents. Purchase Order will be issued to successful vendor with applicability of all terms & conditions of this Request for Proposal.

**22. Liquidated Damages:** In the event of the Seller's failure to supply the stores/goods as mentioned in the Purchase Order / Contract the Buyer may, at his discretion, withhold any payment until the completion of the contract. The BUYER may also deduct from the SELLER as agreed, liquidated damages to the sum of 0.5% of the Purchase Order price of the delayed/undelivered stores for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 5% of the value of delayed stores.

**23. Arbitration:** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration. The standard clause of arbitration is as per Zoological Survey of India regulations.

**24.** Officer-in-Charge, Zoological Survey of India, Dehradun, reserves the right to reject any items supplied



24. Officer-in-Charge, Zoological Survey of India, Dehradun, reserves the right to reject any items supplied against the purchase order, if found not satisfactory at the time of supply. The rejected items, if any, shall have to be taken back and replaced by good quality items forthwith at the cost of the supplier. No payment will be made for the rejected item(s).

25. The prices quoted should be inclusive of all taxes, packing, forwarding and freight up to ZSI, Dehradun, campus.

26. The Lowest Bid will be decided upon the lowest price quoted by the particular Bidder. Purchase Order would be placed to L1 firm.

27. Payment for the items to be supplied by the vendor against the purchase order shall be made by ZOOLOGICAL SURVEY OF INDIA as follows:

(a) 100% after supply and installation as per Purchase Order and quality inspection made by the competent authority. Installation and fitment is required to be made before submitting the bill.

28. The Officer-in-Charge, Zoological Survey of India, Dehradun, reserves the right to reject any or all quotations without assigning any reason therefore.

29. Decision of the Officer-in-Charge, Zoological Survey of India, Dehradun, will be final and binding for all concerned.

30. All disputes subject to Dehradun jurisdiction only.

  
Officer-in-Charge,  
ZSI, Dehradun

---

**DECLARATION BY THE VENDOR**

It is hereby declared that I/We the undersigned, have read and examined all the terms and conditions etc. of the Request for Proposal for which I/We have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me/us and I/We will abide by the conditions from serial No 1 to 30. This is also certified that I/We/our principal manufacturing firm have no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

Date:  
Address:

Signature:  
Name:

Designation: On behalf of: (Company Seal)



**PART – 1(B)**  
**VENDOR EVALUATION FORM NRC, ZOOLOGICAL SURVEY OF INDIA, DEHRADUN**

Sl. No	Particulars	To be filled in by the Tenderer
1	Name of the Firm/ Service Provider	
2	Full address of Firm along with Telephone no. Fax no. E-mail address	
3	Are you a OEM or dealer / Service Provider ( please attach relevant document)	
4	Details of Tender Fee & EMD (a) Amount (b) Draft No (c) Date (d) Issuing Bank	
5	Annual turnover in last 3 financial years in Lacs. (Please attach documentary proofs) (i) Year 2015-2016 (ii) Year 2016-2017 (iii) Year 2017-2018	
6	Proof of supplying of similar type of items in Central Government Organization (please attach requisite documents)	
7	Sales Tax / VAT / Service tax /Trade Tax /GST Registration No with Place	
8	Income Tax Registration No with place	
9	Notarized Affidavit of undertaking that the firm has not been blacklisted / debarred by any Department of Govt of India	
10	Whether the firm accepts the terms and conditions of Request for Proposal	

Signature and seal of the bidder: .....



**PART – 1(D)**

**EVALUATION CRITERIA & PRICE BID ISSUE**

The broad guidelines for evaluation of Bids will be as follows:

- (a) Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the Request for Proposal, both technically and commercially.
- (b) Bids forwarded by the Bidders will be evaluated by the Buyer with reference to the technical specification of the items as mentioned in the Request for Proposal. The Price Bids of only those Bidders will be considered whose Bids would meet the technical parameters.
- (c) The Lowest Bid will be decided upon the lowest price quoted by the particular Bidder as per the Price Format. The Lowest Bid will be decided upon the lowest price quoted by responsive suitable technically qualified Bidder. Lowest cost will be decided upon lowest process quoted for each lines / items. Purchase Order would be placed to L1 firm who meets all criteria mentioned in the tender as and when requirement arises.
- (d) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.
- (e) The Lowest Acceptable Bid will be considered further for placement of contract / Supply Order after complete clarification and price negotiations as decided by the Buyer. The Buyer will have the right to award contracts to different Bidders for being lowest in particular items. The Buyer also reserves the right to do Apportionment of Quantity, if it is convinced that Lowest Bidder is not in a position to supply full quantity in stipulated time.

Signature and seal of the bidder: .....

**PART – 2**

ZOOLOGICAL SURVEY OF INDIA, KAULAGARH ROAD, DEHRADUN, UTTARAKHAND

**PRICE BID FORMAT**

(Bidders are requested to offer their price bid in the following format)

S. No.	Description	Quantity	Unit Price (in Rs.)	Total Cost (in Rs)
1	2	3	4	Column 3 x Column 4 = Column 5
(a)	<p><b><u>AF-S NIKKOR 400MM F2.8E FL ED VR TELEPHOTO LENS</u></b></p> <p><b>SPECIFICATIONS:</b> Type: F mount; Format: FX; Focal length: 400mm; Maximum aperture: f/2.8; Minimum aperture: f/22; Lens construction: 16 elements in, 12 groups, (including 2 ED lens elements, 2 fluorite elements, and lens elements with Nano-Crystal coatings) and 1 protective glass element (with fluorine coat); Angle of view: Nikon FX-format; D-SLR cameras: 6° 10', Nikon DX-format, D-SLR cameras: 4°; Minimum focus distance: 2.6m (8.5ft); from focal plane Compatible format(s): FX, DX; VR (Vibration Reduction) image stabilization: Yes; No. of diaphragm blades: 9 (rounded); Coating: Nano Crystal Coat; Dimensions: Approx. 159.5 mm maximum diameter x 358 mm (distance from camera lens mount flange); Weight: Approx. 3800g; Autofocus : Yes; AF-S (Silent Wave Motor): Yes; Internal focusing: Yes; Focus mode: Manual, Manual/Auto, Auto/Manual; G-type: Yes</p> <p><b><u>Accessories:</u></b></p> <p>1. BUILT-IN FILTER C-PL405</p> <p>2. AF-S TELECONVERTER TC-14E III Specifications: Type: Front (lens mount): AF-S lens mount Rear (camera mount): Nikon F-mount; Lens construction: 7 elements in 4 groups (Including element with fluorine coat); Diaphragm: Fully automatic; Metering: Full</p>	One		
		One		

	aperture; Dimensions: Approx. 64 mm maximum diameter; overall length 24.5 mm; Weight: Approx. 190g.			
b)	<b>Plotter-A1 Size plotter</b> Plotter Inkjet type Specification: Size: A3 to A1 (24) inches, 1 Roll, paper tray (A3-A4 size) with Stand and standard accessories	one		For GIS map

	Percentage (%)	Included	Excluded	Not Applicable
Custom Duty/ Excise Duty				
CST/ VAT/GST				
Any other cost, if applicable				

Note: Bidders are requested to quote the price as per price bid format only.

