

**Air-Mail / Speed-Post**  
**CENTRAL SCIENTIFIC INSTRUMENTS ORGANISATION,**  
**SECTOR 30 C, CHANDIGARH 160 030 (INDIA)**

**FAX 0091-172-2657082, 2657267**  
**PHONE: 0091-172-2652651**  
**GRAMS: CENINSTS**

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| Please quote our reference in all<br>Correspondence to ensure prompt attention |
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No: CSIO/4(1321)/Pur

18<sup>th</sup> February, 2009

Sub: Notice Inviting Tenders for Laser Diode etc.

Dear Sirs,

We are interested in purchase of the following:-

| S.No. | Description of Materials  | Quantity | EMD   |
|-------|---|----------|---|
| 1.    | <b>Laser Diode:</b><br>Wavelength : Any value between 630 - 670nm<br>Output Power : Any value between 25 - 35mW<br>Beam Shape : Circular<br>Depth of Modulation (DOM): 100%<br>Digital Modulation (TTL Input): >3MHz<br>Laser Shape: Cylindrical  | 14 Nos.  | Rs. 30,000.00<br>Or<br>Equivalent in<br>foreign<br>currency |
| 2.    | <b>Laser Diode Power Supply:</b><br>Compatible to the <b>Laser Diode</b> mentioned at S.No. 1 and should be operated at <b>220VAC, 50 Hz</b>  | 14 Nos.  |   |
|       | <b>Note:</b> Kindly submit EMD for Rs. 30,000.00 in the shape of Demand Draft/Foreign Demand Draft / Bank Guarantee (in attached format) in favour of Director, CSIO, Chandigarh alongwith the bid. The tender received without EMD will not be considered & shall summarily be rejected which may please be noted. |          |   |

Kindly send us your quotation as per terms and conditions mentioned overleaf.

Yours faithfully,

Stores & Purchase Officer

\_\_\_\_\_ Cut and Paste on the envelope \_\_\_\_\_

NO: CSIO/4(1321)/Pur

**Due Date: 18.03.2009 (2:30 PM)**

Stores & Purchase Officer  
Central Scientific Instruments Organisation  
Sector 30, Chandigarh 160 030 (India)

**PTO**

## Terms and Conditions

1. Please send your quotation **in triplicate** showing FOB Prices with full specifications & supporting technical literature. The envelope should be superscribed “**TENDER FOR – Laser Diode etc. Your REF. NO. CSIO/4(1321)/Pur. Due on 18.03.2009 upto 2.30 PM and opened at 3:00 P.M.**”
  2. Kindly mail your quotation well in advance so that the same reaches us before the due date because late/delayed/incomplete tenders are not be considered at all.
  3. Tenders/Quotations sent by FAX/E-mail are not be considerable if more than Rs. Two lakh.
  4. Please quote FOB gateway airport prices. All charges including pick up, documentation and handling charges will be borne by the foreign supplier. The Air freight and Insurance charges is to be paid by the buyer in India, however estimated Air Freight and Insurance Charges should be mentioned in your Proforma Invoice to arrive at CIF value.
  5. Please send catalogue/leaflet alongwith your Proforma Invoice.
  6. The gross weight of the consignment may be intimated in the Proforma Invoice to decide the mode of dispatch.
  7. The Proforma Invoice should be valid for six month from the date of opening.
  8. **Liquidated Damages:** Being a Research and Development Organisation, time is essence of the order the date of delivery should be strictly adhered to. Otherwise the Director of this Organisation reserves the right not to accept delivery in part of full and to claim the liquidated damages 1% per week subject to maximum 5% of FOB value of the order.
  9. **Fall Clause:** The price quoted by the supplier should not be higher than the maximum retail price, if any, for the stores and the same shall not be higher than the price usually charged by the supplier for stores of the same nature, class or description to any other purchaser.
  10. Does the prices quoted include any Commission for your Agents in India, if so, please state:-
    - a. the name and full address of the Indian Agents.
    - b. what services the Agents will render
    - c. the amount of the Agency Commission for the agents are included in the quoted prices
    - d. In the event of order being placed on you, the amount of commission to your Agents in India is payable in Indian Currency after receipt of goods which should be mentioned in the Proforma Invoice.
    - e. The Invoice to be presented by you will be for the value of our order **less** Agency Commission payable in Indian Currency to your Indian Agents.
  11. **In the event of sending the quotation/proforma invoice by the Indian Agents of foreign suppliers they must enclose an authority letter from their Principals that the Indian Agents namely \_\_\_\_\_ are authorized to quote on their behalf and the terms and conditions settled by the Indian Agents with the buyer will be binding on their Principals.**
  12. **Instructions for Indian Agents:**
  13. Agents in India of Foreign manufacturers shall submit alongwith the tender an income tax clearance certificate alongwith other relevant documents i.e. a copy of registration certificate from DGS&D in support of their being Agents of the foreign manufacturers
  14. The Agency Commission included in the Tender must be disclosed correctly which will be paid in Indian Currency after receipt of the goods at destination in satisfactory condition. Any breach or default on the part of the suppliers/Indian Agents to disclosure of Agency Agreement in India, there would be a penalty of banning business and dealing with the Govt. or damages or payment of named sum.
  15. **Terms of Payment: -**
    - a. No advance payment with the order or before dispatch of consignment of goods will be accepted as our rules do not permit for the same.
    - b. One of the following payment terms are acceptable which must be mentioned in your offer;
      16. Credit basis: The payment will be made after receipt of the goods in good condition by bank draft.
      17. Sight Draft: The payment (90%) is released against the shipping documents through our banker which will be mentioned in the order & balance after receipt of goods in good condition.
      18. Letter of Credit: The letter of credit for 100% FOB value will be established in the supplier’s country after acceptance of order with its terms by the supplier. 90% payment will be released against shipping documents and balance 10% is released after receipt of the goods in good condition/satisfactory installation (wherever necessary) at Destination.
- **NOTE: - Kindly clearly mention the packing, forwarding, freight, insurance charges wherever applicable. The tenders received without showing these charges will be rejected.**