

# Regional Centre for Biotechnology

an institution of education, training & research

(Established by the Dept of Biotechnology, Govt of India under the auspices of UNESCO)  
NCR Biotech Science Cluster, Faridabad, Village-Bhankri, District Faridabad(Haryana)  
TeleFax: 0129-2848813; email: ksingh@rcb.res.in

## SUPPLY ORDER

(Stores to be despatched by CARGO MODE only)

No. RCB/EQ/32/16-17/DAILAB/DJ (IMP)

29 Aug 2016

M/s Leica Mikrosysteme Vertrieb GmbH  
Ernst Leitz Strasse 17-37  
35578 Wetzlar, Germany

Through Indian Agent  
M/s DHR Holding India Pvt. Ltd(Leica)  
G-14, 1<sup>st</sup> Floor, Kirti Nagar Extension  
New Delhi-110015

Dear Sir,

Please dispatch immediately by first flight preferably by Air India the following items as per Indian Agent Quotation dated 02.05.2016, and letter dated 27.07.2016 Tender No ATN/12/15-16/DAILAB towards supply of following items, price as mentioned there in to the laboratory of our Institute. We are pleased to place order for supply / installation of the same as per the details and terms & conditions given below:

Item	Description	Qty
	<b>Leica M205 C Stereomicroscope with accessories</b>	
<b>Optics Carrier &amp; optical accessories</b>		
100	Leica M205 C optics carrier No: 10450036	01
200	Microscope Assistant LAS Store & Recall No: 12730488	01
300	Eyepiece 16x/15B, adjustable, 2 <sup>nd</sup> gen 10450631	02
400	Graticule 12 mm /120 div. 10450336	01
500	Stage micrometer No: 10310345	01
600	Trinocular Ergo Tube 100% M-serie No: 10450044	01
700	Objective Planapo 1.0x M-series No: 10450028	01
800	Objective Planapo 1.6x M-series No: 10450029	01
900	Revolving nosepiece No: 10450045	01
1000	Focus drive coarse/fine 420mm M-series No: 10450504	01
1100	Leica TL3000 ST Transmitted Light Base No: 10450123	01
1200	Daylight filter for TL3000 ST No: 10447400	01
1300	Halogen reflector bulb No. 10450008	10
1400	ST Adapter column on TL Bases No; 10450242	01
1500	Video Objective 0.63x NO: 10447367	01
1600	Leica LED5000 SLI NO:10450548	01
1700	Power Supply for LED3000/LE D5000 NO; 10450266	01
1800	Clamp-combi light guide- hightend M-ser No: 10450205	01

1900	Dust Cover (40x 35 x 75 cm), antistatic NO; 10450287	01
2000	Power cable, 2m, EURO No: 10445662	01
2100	Leica DMC4500 Digital Camera & SW Kit No: 12730517	01
2200	Pol. On glass stage plate, 120mm No: 10446228	01
2300	Analysor M- Series: ( betw. Tube + zoom No: 10450796	01
2400	Flex light guide 1- arm TVC 9/1000 No: 30150703	01

CIP New Delhi Airport  
(Euro twelve thousand six hundred ten only)

Euro € 12,610.00

Locally Supplied items : Suitable PC & UPS (as per tender specifications & microscope requirement) will be provided by the supplier at the time of installation without any addition cost.

Comprehensive warranty. At sight for 05 (FIVE) years from the date of successful installation and demonstration of the equipment.

Payment terms: 100% by Wire Transfer after successful installation and submission of 10% PBG for 63 months (3 months beyond the warranty period).

Delivery Period: Within 8 weeks from the date of issue of supply order. However, shipment should be effected only after clear written confirmation from the RCB about the readiness of the site. Shipment is to be made directly to our Institute and copy of invoice and Bill of Lading should be sent along with the shipment to Executive Director, Regional Centre for Biotechnology NCR Biotech Science Cluster, Faridabad, District Faridabad (Haryana) 121001

Indicate following instruction on the Air way Bill:-

1. Please inform consignee immediately, on landing of shipment at New Delhi Airport by Ph: +91-129-2848813, Fax +91-129-2848813 & email [ksingh@rcb.res.in](mailto:ksingh@rcb.res.in) and [mohan\\_gandhi@rcb.res.in](mailto:mohan_gandhi@rcb.res.in) and also kindly inform our authorised Custom Clearing Agent M/s Track cargo Pvt. Ltd. T-10, IIIrd Floor, Manish Chamber-II, Plot-5, LSC, Sector-12, Dwarka, New Delhi-110078 by e-mail : [info@trackcargo.in](mailto:info@trackcargo.in), Contact No +91 11 28035375 / 28035376, Fax No. +91 11 28035377.

2. Please arrange to install the equipment immediately on arrival and submit the installation report to Purchase office. Ensure Air way Bill details must be informed to us Fax +91-129-2848813 or through email [ksingh@rcb.res.in](mailto:ksingh@rcb.res.in), at least 5 days before arrival of shipment at New Delhi. The Phone no and Fax no: to be mentioned on Air way Bill. **Acknowledge the order.** Please feel free to contact via email: [mohan\\_gandhi@rcb.res.in](mailto:mohan_gandhi@rcb.res.in) in case of query.

3. In addition to the above all terms and conditions as per Tender No RCB/ATN/12/15-16/DAILAB.

Yours Sincerely,

(V.M.S. Gandhi)

Administrative Officer

(a) Supplier Copy  
(c) Concern User/Department (0758/RCB/ATN/12/15-16 /DAILAB

(b) Inventory Section  
(d) Office Copy

**TERMS AND CONDITIONS OF SUPPLY ORDER:**

ANNEXURE-I

1. **Place of Delivery** –Stores Department, RCB, FARIDABAD.
2. **Date of Delivery :** On or Before – **As indicated in the Supply Order**
3. **Instructions for dispatch of Goods:** In case of mofussal firms intimation regarding dispatch of goods should immediately be sent through Speed Post/telegram to the Administrative Officer, RCB, FARIDABAD, to enable the Institute to take the delivery on Indemnity bond to avoid demurrage/warfage. Information with regard to the Railway Receipt No. No. of Packages, Freight paid/to pay must be indicated. In case these instruction are not fully complied with the demurrage liability of such charges shall rest with the senders.  
(a) the package should be addressed to the Administrative Officer, RCB, FARIDABAD with clear indication of supply order number.
4. **Acknowledgement and discrepancies:** The receipt of the supply order to any discrepancies should be checked and pointed out within 10 days of issue of this order. In case no letter to the contrary is received from the firm within 10 days, it will assumed that the order has been accepted in full even through it may have been placed after the laps of the Validity period of the quotation.
5. **Liquidated Damages Clause :-**
  - (a) The delivery date as stipulated shall be strictly adhered to failing which the Institute reserves the right to refuse the supplies. The extension of the date of delivery, if required should be obtained before the expected delivery date. The Institute also reserves the right to impose liquidated damages as enumerated below or to effect risk purchase on the firm's cost and risk.
    - (i) Supply delay for one week or a part thereof - @ 0.5%
    - (ii) Supply delay for an additional week or a part thereof - @ 0.5% (subject to a ceiling of 10% of the order value.
  - (b) In case of non-supply of items within a period of two months in excess of the stipulated delivery period, the order shall be cancelled and the following penalty shall be levied at the discretion of the Executive Director, RCB, FARIDABAD or his authorized representative:
    - (i) Supply order of the value of Rs.100/- or below : No. Liq. Damages.
    - (ii) ) Supply orders which remain unexecuted and total value of non-supplied items is above Rs.10000/-: @ 10% and/or administrative action, as deemed fit shall be taken against the defaulter.
6. **Discrepancy of Omission:** The payments are made strictly on the basis of the supply order and firms are advised not to charge anything over and above the amount stipulated in the Supply Order. In the event of there being any discrepancy, the matter should first be referred to the Institute for the issue of necessary amendments to the Supply order before submission of the bill.
7. **Challan:** The supplier should submit the Challan, in triplicate, along with the goods to the respective Stores/Deptt./Lab. (Mentioned in the first page) RCB, FARIDABAD

8. **Sales Tax/VAT:** In case Sales Tax/VAT Charged, the suppliers are requested to indicate their Sales Tax Registration Number and following declaration should be endorsed on each copy of the bill.

**“Certified that the Stores mentioned in this bill are not exempted from the Sales Tax under the Sales Tax Act or Rules made there under and that said taxes have been charged according to the rate.”**

9. All bills should be addressed in the name of the Executive Director, RCB and submitted to the Administrative Officer, RCB, FARIDABAD, in triplicate.
10. Excise Surcharge: Following Certificate should also be endorsed on each copy of the bill at the time of charging Excise Duty, if admissible:

**“It is certified that the Excise Duty included in the bill is in accordance with the Excise Duty Rules and that the Stores on which the Excise Duty has been charged are not exempted from Excise Duty under the Rules framed by the Govt. of India for this purpose”.**

11. Stores/supplies pertains to the Supply Order may be dispatched in one lot as far as possible.
12. The payment will be made after successful installation of the system (complete Installation) through Wire Transfer in favour of M/s Leica Mikrosysteme Vertrieb GmbH
13. The comprehensive warranty will be 05 years (including all spares and labor) from the date of successful installation.
14. The rates for Comprehensive AMC (including all spares & labour) will be applicable @ \_\_\_% of ordered value from 6<sup>th</sup> year to 10<sup>th</sup> year per machine/per year after the expiry of warranty period of 5 years (*Applicable in case of Equipment*).
15. **Payment.** 100% payment of order value payable on presentation of Inspection Note and Installation Certificate issued by the purchaser against a Performance Bank Guarantee of 10% order value valid upto 90 days beyond the warranty period.

**18. Penalty clause (In case of Equipment):**

As the time is the essence of the contract the supplier shall have to supply, install, commission and satisfactorily demonstrate the equipment within the stipulated delivery period, failing which they will forego E.M.D./Security Deposit furnished by them and necessary action, as deemed fit, will be taken against the firm as per rules.

**19. Resolution of Dispute/Arbitration:**

All disputes and, if any that arise between the RCB, FARIDABAD and the supplier out of or in connection with the terms and conditions contained herein or as to the construction of application thereof or the respective rights and obligations of the parties there-under or as to any clause or thing herein contained or by reason of the supply or failure of refusal to supply any material or as to any other matter in any way relating to these presents shall be referred to a single Arbitration, in case the parties agree upon one, otherwise two arbitrators, one to be appointed by the supplier and the other by the RCB, FARIDABAD and an umpire in accordance with the subject to the provision of Indian Arbitration Act, 1940 for any statutory replacement or modifications thereof for the time being in force. The venue of such arbitration shall be FARIDABAD/Delhi. The decision of the arbitrator shall be final & binding upon

**20. Force Majeure:**

Any failure or omission to carry out the provisions of this contract/supply order by the supplier shall not give rise to any claim by the supplier and the Institute, one against the other, if such failure or omission arises from the act of God, which shall include all acts of natural calamities such as fire, floods, civil strike, compliance with any statute regulations of the Govt., Lockouts, and strikes, riots, embargoes, or from any political or other reason beyond control of supplier and their Indian agent including war (whether declared or not) civil war or state of insurrection, provided notice of the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of any event which could be attributed to Force Majeure conditions.

**21. Jurisdiction:**

The courts at FARIDABAD/New Delhi will have the jurisdiction to try any matter, disputes or difference between the parties arising out of the contract. It is specifically agreed that no court outside and other than Court at New Delhi shall have jurisdiction in the matter.