

**आईसीएमआर- जैव चिकित्सा अनुसंधान के लिए राष्ट्रीय पशु संसाधन सुविधा/  
ICMR-NATIONAL ANIMAL RESOURCE FACILITY FOR BIOMEDICAL RESEARCH  
जीनोम घाटी, टरकपल्ली/ GENOME VALLEY, TURKAPALLY- 500101**

No. ST/NARFBR/Oral Gavage Needles/P29/2025-26

Date 24.11.2025

**Limited Tender Enquiry for Oral Gavage Needles**

Name of the Procuring Entity \_\_\_\_\_

Firm's Reference		Date	
Firm Registration No. (if any)		PAN (Attach Photocopy)	
TIN/GST No.		Address	
Phone		Enquiry No. and Date	ST/NARFBR/Oral Gavage Needle/P29/2025-26, Dated 24.11.2025
Fax		Date of Tender Opening	16.01.2026
Email			
M/s			

All prospective bidders are requested to submit their quotations (Company letter head Only) on or before 5:00 PM on the date of tender opening mentioned above, in a sealed cover clearly marked with the Enquiry/Tender Number, Date of Tender Opening, and the complete address of the bidder. The sealed quotation may be submitted by post, courier or handed over personally in the Stores Section only. Quotations received without mentioning the Enquiry/Tender Number or with incomplete tender details shall be rejected. No quotation shall be accepted after the due date and time specified in the tender notice. Further, no intimation will be issued to the rejected, disqualified, or unsuccessful bidders. Only the successful bidder (L1) will be informed through a Purchase Order after evaluation.

As per the **ICMR-NARFBR procedure** for resolving cases where multiple bidders quote the same L1 rate, the following **tie-breaking criteria** have been applied:

**1. Past Performance / Experience:**

Preference is given to the bidder who has previously supplied similar items to ICMR or other Government institutions, supported by a copy of the recent Purchase Order (PO).

**2. Annual Turnover:**

If the performance records are comparable, preference is accorded to the bidder having a higher average annual turnover during the last three financial years, as per documentary proof (audited balance sheet or CA certificate).

Documents Required

**1. Price Quotation:**

- The price quotation must include **all the items** listed in the schedule.
- **Partial quotations will be rejected at the initial stage.**

**2. Past Performance / Experience Certificate:**

- Bidders shall submit copies of **previous Purchase Orders (POs) or Performance Certificates** for the **same or similar items** supplied to ICMR or other Government institutions.

**3. Annual Turnover Certificate:**

- Bidders shall provide an **Annual Turnover Certificate** for the **last three financial years**, duly certified by a Chartered Accountant, along with the **relevant financial documents** (audited balance sheet or profit & loss statement).

Yours Sincerely

Administrative Officer

**Tender Schedule:** All Rates in Figures and Words in Rupees

Sl. No	Description and Specification	Qty	Unit	Delivery Terms	Rate per Unit	Taxes & Duties	Packing/forwarding	Total Rate per Unit	Total Value
1.	Oral gavage needle for Mice (24G)	10	No's	30 Days					
2.	Oral gavage needle for Mice (26G)	10	No's	30 Days					

**Important Notes:**

1. Any addendum/Corrigendum date extension in respect of above Tender shall be issued on our official website <https://www.narfbr.org> only. The bidders are therefore requested to regularly visit above websites to keep themselves updated.
2. The address and contact details for sending tender documents / quotations areas under:  
The Director,  
ICMR-National Animal Resource Facility for Biomedical Research,  
Genome Valley, Kolthur P.O, Shamirpet,  
Hyderabad – 500101,  
Ph.: 040 -23480800 / 23480808.  
Mail Id- **sostores-narfbr@icmr.gov.in**

## **Item/Tender Specific Conditions of this Tender:**

I/ we engage to supply the material(s) to your office and comply with the following:

1. Tender schedule and technical specification indicated.
2. Item/tender-specific conditions for this tender.
3. Terms and conditions printed overleaf.
4. General conditions of contract signed by me at the time of supplier registration (for registered suppliers).
5. I/we confirm that set off for the ED, GST, etc. Paid on the inputs have been taken into consideration in the above quoted price and further agree to pass on such additional duties as sets offs as may become available in future under GST, etc.
6. This offer is valid for 90 (ninety) days from the date of opening of the tender.
7. That we have not been debarred by any Government/Undertaking.
8. That the rates quoted are not higher than the rates quoted for the same item to any Government/Undertaking.
9. That the bid submitted by us is properly sealed and prepared to prevent any subsequent alteration and replacement.

Signature & Seal  
Place & Date:

Name of Authorized  
Signatory:

Address:

Tel. No./ Fax. No./  
Mobile No. Email Id:

## TERMS AND CONDITIONS OF LIMITED TENDER

1. The quotation must be in the form furnished by procuring entity and should be free from corrections/erasures. In case there is any unavoidable correction it should be properly attested. If not, the quotation will not be considered. Quotation written in pencil will not be considered.
2. Quotation will be opened on due date at 5:00 pm at the indicated venue in presence of the bidders or their representatives who may wish to be present.
3. The Director ICMR-NARFBR reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.
4. Participation in this tender is by invitation only and is limited to the selected procuring entity's registered suppliers. Unsolicited offers are liable to be ignored. However, suppliers who desire to participate in such tenders in future may bring it to the notice of procuring entity and apply for registration as per procedure.
5. Manufacturer's name and country of origin of materials offered must be clearly specified. Please quote whether your organization is large scale industry or small-scale industry. If you have UAM Certificate, please attach it to the quotation. Mention your registration details.
6. The prices quoted should be firm till the supplies are completed. Please quote the rates in words and figures. Rates quoted should be free delivery at destination including all charges otherwise the quotation is likely to be rejected. Prices quoted for free delivery at destination will be given preference. If there is no indication regarding the FOR, in the quotation, then it will be considered as FOR destinations. Price quoted should be net and valid for a minimum period of one year from the date of opening of the quotation.
7. Payment of sales tax is primarily the responsibility of the seller and will not be paid unless the percentage value is clearly mentioned in the quotations. If no indication regarding GST is recorded in the quotation, the GST will be considered as included.
8. If the deliveries are not maintained and due to that account Procuring Entity is forced to buy the material at your risk and cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.
9. Dispute clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at Hyderabad only.
10. Payment shall be made only after supply of the items in good condition along with satisfactory report received by concerned Division Head.
11. The Bill should be submitted inclusive of applicable GST as per the latest GoI notification.
12. This payment is subject to recoveries, if any, either on account of statutory deduction/ taxes/ Liquidated Damages, if any and non-rectification of defects/ deficiencies not attended by the Supplier or otherwise. The firm is required to submit the following documents to Stores, ICMR NARFBR for payment:
  - a. Invoice in original showing contract number, goods description, quantity, unit price and total amount.
  - b. Acknowledgement of Receipt of Goods issued by the consignee.
13. **No advance payment will be made for the supplies.** No Bill for part payment will normally be entertained.
14. Institute reserves the right to ask the bidders to submit any other supportive documents / clarifications if any require and right to reject/cancel any or all the bid at any time or to relax/amend/withdraw any of the terms and conditions as contained in the tender documents without assigning any reason, thereof. Any inquiry after submission of the bid will not be entertained.
15. The firm should be legally eligible for submitting quotation.
16. If any participant withdraws from the tender after submission of their bid, the firm will be blacklisted from participating in future tenders of ICMR-NARFBR.

**Certificate for Tender  
(To be given on Company Letter Head)**

Bid Number : \_\_\_\_\_

Dated : \_\_\_\_\_

To,  
The Director,  
ICMR-National Animal Resource Facility for Biomedical Research,  
Genome Valley, Kolthur P.O, Shamirpet,  
Hyderabad- 500 101.

Sub: Certificate of compliance as per Rule 144 (xi) GFR's 2017

Name of Tender / Work: \_\_\_\_\_

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares land border with India; I certify that this bidder is not from such a country or, if from such a country has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

**Pledge to abide by all the terms and conditions mentioned in the Bid Document**

Bid Number : \_\_\_\_\_

Dated : \_\_\_\_\_

To,  
The Director,  
ICMR-National Animal Resource Facility for Biomedical Research,  
Genome Valley, Kolthur P.O, Shamirpet,  
Hyderabad- 500 101.

**Sub.: Pledge to abide by all the terms and conditions mentioned in the Bid Document**

Dear Sir,

We / I, \_\_\_\_\_ (Name of bidder / bidding agency / Firm)  
\_\_\_\_\_ (bidding agency / Firm type) located at \_\_\_\_\_.

I pledge that I have read all the conditions/rules/terms and conditions mentioned in the above referred bid document and I agree to abide by them. I approve and agree that the decision of The Director, ICMR-National Animal Resource Facility for Biomedical Research is final and I will not complain or dispute with their decisions.

The rates filled by me are filled after complete understanding and consideration and shall be bound to it. I approve and abide with all the above stated conditions.

For, \_\_\_\_\_  
(Name of the bidder / bidding agency)

\_\_\_\_\_  
(Authorized signatory)

\_\_\_\_\_  
(Stamp of the bidder / bidding agency)