



ICAR-CENTRAL TOBACCO RESEARCH INSTITUTE
Indian Council of Agricultural Research,
Dr. NC Gopalachari Road, Bhaskar Nagar, Sriram Nagar PO
RAJAHMUNDRY - 533 105, A.P., INDIA



ISO 9001: 2000 Certified Institute

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F. No. 38(1)/RC/2024-25/Adm.III(P&S)

Dated: 05.07.2024

M/s -----

Sub : Expression of Interest for supply of chemicals, glassware, plasticware, laboratory items, etc under Rate Contract basis for the financial year 2024-25 at ICAR-CTRI, Rajahmundry - Regarding

Dear Sirs,

I am directed to invite the Expression of Interest of the interested Firms/ Vendors/ Suppliers/Manufacturers of Chemicals, Glassware, Plasticware and other laboratory items, who are in the business of manufacturing, stocking or marketing of goods, chemicals, glassware, plasticware, laboratory chemicals, etc under rate contract for the year 2024-25 subject to following terms and conditions: -

- (1) The rate contract will be valid for a period of one year only.
- (2) The maximum discount offered by the firm for supplies may be indicated on all products, marketed and supplied by your firm/company. *with no. of date*
- (3) This Institute is having DSIR concessional certificate and can be availed GST at concessional rates i.e. 5 % for which the prescribed concessional certificate will be furnished along with the payment. However, all applicable taxes will be paid at actuals as per Government of India rules from time to time.
- (4) Excise duty is fully exempted for this Institute and a copy of exemption certificate will be issued upon request from the firm.
- (5) The supplies should be made at the earliest through your local stockist/local dealer nearer to us, on priority basis allowing F.O.R. DESTINATION, irrespective of the monetary limits of the orders placed by this Office and our Regional Research Stations.
- (6) Minimum two/three Names & addresses of your stockiest/dealer nearer to us may also be informed for effective supply of your products.
- (7) Transit Insurance charges if any, have to be borne by you.
- (8) Your proposal along with price list for the year 2024-25 may be submitted to **this office on or before 25.07.2024.**
- (9) In case of any price reduction during the contract period, the same may be passed on to the customer.
- (10) The proposal received without price list will not be considered.

Yours faithfully,

(Signature)
(V Bhagyalakshmi)
Administrative Officer

Copy to Notice Board

Copy to OIC, AKMU, CTRI with a request to upload the notice on CTRI website

(Signature)