



Central Electronics Engineering Research Institute

Pilani (Rajasthan)-333 031,INDIA

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Gram : “ELECTRONIC” Pilani

No. CEERI/FF&CHA/Pur/2012-13/T-72

Dated: 8.11.2012

TENDER NOTICE

Director, Central Electronics Engineering Research Institute, Pilani – 333 031 invites sealed tenders in TWO BID FORMAT from the Service Providers dealing in customs clearance imports & exports handling and international freight forwarding under consolidation, Part One of the Bid must contain the TECHNICAL BID giving detailed terms and condition with documents mentioned in the tender document and Part Two of the Bid must contain the PRICE BID.

Sl. No.	Name of the Services	Requirement
1.	Tender for appointment of consolidation cum-clearing agent for imports/exports shipments through Air, Sea and Foreign Post Office	As detailed in the bidding documents.

The tender documents with detailed requirement and other terms and conditions can be downloaded free of cost from CEERI Website www.ceeri.res.in and submitted up to 5th December, 2012 by 2.30 P.M. Alternatively, the Bidding documents can be purchased on payment of Rs. 300/- (Rupees Three hundred only) by way of Demand Draft or Bankers Cheque drawn in favour of Director, CEERI, Pilani payable at Pilani. The Technical Bid would be opened on 5th December, 2012 at 3.30 P.M.

EMD of Rs. 1,00,000/- (Rupees One lakh only) must be submitted by way of a Bank Guarantee or Demand Draft / Banker’s Cheque in favour of Director, CEERI, Pilani – 333 031 payable at Pilani.

The Director, CEERI, Pilani reserves the right to accept or reject partly or wholly any tender without assigning any reason whatsoever.

Stores & Purchase Officer

**CSIR- Central Electronics Engineering Research Institute,
Pilani – 333 031 (Rajasthan)**

Tender No. CEERI/FF&CHA/Pur/2012-13/T-72

Date :- 8.11.2012

**APPOINTMENT OF AGENT FOR CONSOLIDATION AND CUSTOM
CLEARANCE OF CONSIGNMENTS OF IMPORT/EXPORT SHIPMENTS
THROUGH AIR, SEA AND FOREIGN POST OFFICE.**

LAST DATE AND TIME OF RECEIPT OF QUOTATION 5.12.2012 at 2.30 PM

DATE AND TIME OF OPENING OF TECHNICAL BID 5.12.2012 at 3.30 PM

Central Electronics Engineering Research Institute, Pilani – 333 031 one of the prestigious Institute of Council of Scientific and Industrial Research, invites sealed tenders with wax/tape/company seal under Two bids tender system i.e Part-I (Techno-Commercial Bid) and Part-II (Price Bid) for the appointment of Consolidation-cum Clearance Agent for a period of TWO YEARS subject to renewal on annual performance basis for the import/export of consignments from/to and all over the world by air-freight, air post parcel and sea shipment from the eligible parties dealing with clearance, Import and Export handling and International freight forwarding under consolidation.

Bidders may download the Bid Documents from CEERI website i.e. www.ceeri.res.in free of cost. Alternatively, the bidding documents can be purchased from the office of the Stores & Purchase Officer, CEERI, Pilani on payment of Rs. 300/- (Rupees Three hundred only) in the form of Demand Draft, Banker's Cheque drawn in favour of Director, CEERI payable at Pilani. Bid received without EMD shall be rejected. EMD of un-successful Bidders will be refunded within 30 days after signing of the Contract. No interest would be paid on the Earnest Money Deposit. The EMD of the successful Bidder shall be refunded immediately after submission of Performance Bank Guarantee and Fidelity Bond.

Interested Bidders are requested to submit the sealed quotation in favour of Director, CEERI, Pilani latest by 5th December, 2012 at 2.30 P.M. The quotation will be opened on the same day at 3.30 P.M. in the Conference Room in the presence of authorized representative of the Bidders who may choose to attend the Bid opening.

ELIGIBILITY CRITERIA: Quotation of only those Bidders who fulfill the following eligibility criteria shall be considered. Necessary documents in this regard must be enclosed with Technical Bid, failing which the bid shall be summarily rejected.

1. The Bidder should have valid Consolidation & CHA Licenses in their own name (Single Name) registered with Customs New Delhi and possess valid TIN and PAN Numbers.
2. The Bidder should be registered member of IATA or FIATA
3. The Bidder should be certified under ISO 9001 (2000) quality system certification.
4. The Bidder should be registered with Service Tax Authorities.
5. The Bidder should have facility for custom clearance at Mumbai and Delhi, both for sea & air cargo and post office.
6. The Bidder should have successfully executed at least two similar freight forwarding and custom clearance work during the last three years in any CSIR Labs./Institute OR Govt. Department/PSUs/ Public Funded Autonomous Bodies, ICAR, IIT, DRDO including hospitals. Documentary evidence about satisfactory performance of the work issued by the client must be enclosed with their complete mailing addresses and telephone numbers.
7. Balance Sheet of the Bidder for previous Three Years must be enclosed certified by chartered accountant evidencing min. Annual Turn over of Rs. 2.00 Crore per year along with credit worthy certificate from their bankers.
8. The Bidder must submit EMD (Bid Security) of Rs. 1,00,000/- (Rupees One lakh only) in the form Demand Draft / Banker's Cheque/ Bank Guarantee of scheduled nationalized bank along with the Bid in favour of Director, CEERI, Pilani valid for six months.
9. The Bid should be valid for a period of 60 days from the date of Bid opening.
10. Hand written and unsigned Bids would be rejected summarily.
11. The Bidder must have associates in the Gateway international Airports and a list of such associates detailing location, names, fax, e-mail, telephone number etc. must be enclosed with the Technical Bid.
12. Local office and name of the authorized person of Bidder stationed at New Delhi (Name, Contact Number and Address).
13. The Bidder should submit an undertaking on India Non Judicial Stamp of Rs. 100/- that all shipment arrived under their consol will be released without demurrage charges.

Note:- Documents in support of 1 to 13 must be enclosed along with Technical Bid otherwise the bid shall be rejected.

SCOPE OF WORK:- Following jobs shall fall under the scope of the Consolidation-cum clearance contract :-

Custom clearance of imported consignments from IAAI/ICD/Foreign Post Office.

1. The clearance of precious and delicate type of equipments, Instruments and other special type of materials etc.
 - Custom clearance of the consignment including all the stages of custom clearance.
 - Obtaining Non-delivery certificate/short landing certificate in the case of materials are short delivered by IAAI, or airlines and lodging of claims with them immediately on behalf of CEERI, Pilani.
 - Arranging Insurance survey at Airport/IAAI in case of damages to the consignment.
 - Delivery of consignment at CEERI, Pilani after custom clearance.
 - (i) Any other job in connection with the clearance of goods from Customs.
 - (ii) Clearance of IPP Parcels from custom/Foreign Post Office.
 - (iii) Clearance of consignments from ICD Delhi/Patparganj or Customs at Mumbai.
 - (iv) Clearance of consignment under warranty repair/replacement and repair after expiry of warranty for further exporting to another country.

2. Consolidation of the consignments being imported from all over the world:
 - (i) Complete monitoring and supervision of the movement from the date of order/LC and regular feed back on the progress of order to CEERI.
 - (ii) In case the same is not received before landing of the consignment the delay in clearance will be on the part of Agent and the respective amount of demurrage charges will be recovered from the bill.
 - (iii) To provide timely information (pre-alert) regarding dispatches and other relevant information to CEERI.
 - (iv) To facilitate specialized packing from all kinds of materials as per the IATA specifications and international packing standards.
 - (v) Transportation of special projects materials voluminous and heavy packages, sensitive and hazardous materials.
 - (vi) Extensive communication through telephone, fax and Email etc.
 - (vii) Any other service needed regarding consolidation from time to time.
 - (viii) Shipment should be made preferably through AIR INDIA.

3. Exports to various countries :
 - i. Export of defective/damaged items to the countries of Import.
 - ii. Export of items for repair, calibrations and other scientific work. `

4. CRITERIA FOR EVALUATION OF BIDS:-

Format for quoting the rates are attached. The rates must be quoted as per the enclosed format only in the following manner :-

- (a) Airfreight charges :- The forwarders charge the freight charges on the basis of IATA rates which are fixed by IATA. These rates for different slabs from different countries have been given in the IATA Rate Sheet enclosed herewith this tender document. The parties must offer a single discount on these rates inclusive all stages of clearance like collection of documents from CEERI, DO Charges, Agency Commission, CC Fee, custom documentation, custom examination sealing/strapping, X-ray charges, Screening Charges, BE charges, AWB charges and Transportation from Delhi to Pilani which should be “in percentage (%) only” for all countries, irrespective of weight, shape, size or dimension of the consignment i.e. General/Voluminous/ ODC/ Hazardous etc.
- (b) The offer of the parties will be evaluated on the basis of the percentage of discount and not on individual rates. In case any part feels that the IATA rates given by us are not matching with the IATA rates then the party should inform to CEERI well in advance along with the supporting documents before the date of submission of offer so that necessary action can be taken for amending necessary correction.
- (c) Offering of discounts in different parameters for different countries, sizes, shapes (voluminous and ODC etc.) of consignment will disqualify the offer
- (d) Fuel and Security surcharges will be paid on the basis of HAWB basis.
- (e) No other payment except the discounted rates, Fuel, Security, Govt. levy shall be made to the Party.
- (f) Clearance charges: The rates must be quoted according to the format only, otherwise quotation will be ignored/rejected. DO charges on consignment coming under consolidation of the contracted firm shall not be paid. DO charges for other consolidation will be paid at actual.
- (g) The tenderers must have its own arrangements of warehousing, insurance, pick-up and delivery by road within the country. Details of these facilities in India should be given for proper evaluation.
- (h) Work shall be awarded to a party who shall be lowest in consolidation rate i.e. highest discount offering subject to fulfillment of other condition of tender.

5. **CONTRACTUAL OBLIGATIONS :-** The following obligations are also applicable and same must be fulfilled by the firm :-
- (a) The names of the country and airports given in the format are tentative. However, import/export can be from/to any country of world. The IATA rates and discounts as per contract shall be applicable there also.
 - (b) On receipt of consignment the firm has to submit a clear copy of MAWB, HAWB, CAN and commercial invoice for Bank Release Order, no consignment should be delayed for want of BRO.
 - (c) Consolidator will be responsible for the safety of the cargo in all circumstances and handling complete and proper papers whether it may be for import or export consignment. In the events of non availability of invoice or other relevant papers if a consignment incurs demurrage or penalty, the consolidator shall be solely responsible.
 - (d) Freight charges will be paid in India in Indian rupees as per our agreement/contract on the basis of original HAWB rates after receipt of consignment at CEERI, Pilani in outwardly good condition and full quantity of packages after custom clearance. Payment of airfreight charges shall be made on the basis of exchange rates prevailing on the date of shipment supported by a reputed newspaper like EXIM etc. copy of which shall be provided by the Clearing Agent with the Bill.
 - (e) The agent must seek approval of FOB charges from CEERI in case any consignment is to be shipped on Ex-works basis as per condition of CEERI Purchase Order. These charges should be paid against receipt.
 - (f) Pre-shipment advises must be intimated well in advance. A weekly statement showing consignments shipped during last week and the proposed shipment during the next week should be submitted invariably.
 - (g) Consignments must be cleared from customs within free days by the consolidation cum clearing agent. The documents to this effect should be collected from CEERI forthwith or in advance. The objective of consolidation cum clearance contract is to eliminate the demurrage charges. The quoted party should undertake that they will not allow any demurrage to incur in any circumstances.
 - (h) Unless confirmed by CEERI in writing, no demurrage charges shall be paid to the Agent. Therefore, the Agent has to ensure that all documents required for clearance are obtained from CEERI, well in advance.
 - (i) Shipment will be made from the nearest International airport of the supplier. However, if the location of the counterpart of consolidator is far from the location of our supplier, CEERI shall have the option to get the consignment shipped through

supplier/other means. The consignment will be handed over by the supplier to the consolidator at the nearest airport for onward shipment to India (Delhi). Only airfreight charges shall be payable to the consolidator from the departure international airport to the final destination i.e. Delhi in India.

- (j) The successful bidder will have to submit a Bank Guarantee for Rs. 2=00 Lakh (Rs. Two lakh only) from a nationalized bank as security, which should be valid at least for 28 months (Two years + four months) from the date of contract. The same Bank Guarantee will be refunded/returned after completion of 28 months. No interest would be paid on Bank Guarantee. Director, CEERI, Pilani will have the discretion to order for t he forfeiture of deposit for any breach of contract.
- (k) The rates should hold good during the currency contract. However, if the rates are reduced by IATA, the benefit of the same may be passed on to CEERI immediately.
- (l) The offer must accompany name and complete address of all associates located in different countries along with names, telephone, telex, fax and e-mail numbers of contact persons.
- (m) The successful bidder shall handle sophisticated and valuable consignment, hence the bidder shall have to furnish a fidelity guarantee bond valid for 28 months for an amount of Rs. 10=00 Lakh (Rs. Ten lakh only) in favour of Director, CEERI, Pilani to safeguard the interest of CEERI in the event of any loss to CEERI due to any act of omission and commission by the successful bidder.
- (n) The successful bidder will have to give an undertaking that no consignment of CEERI will be detained/withheld by them before or after the clearance under any circumstances.
- (o) The job of export of consignment and the clearance of consignments from Mumbai Airport/Sea port shall be awarded to the party to whom the work of consolidation cum clearance of airfreight consignments will be assigned.
- (p) The successful bidder shall have to bear the applicable customs duty up to Rs. 2,00,000/- (Rs. Two lakh only) per consignment on behalf of CEERI and the same will be reimbursed to successful bidder within 30 days of claim. In case the amount of customs duty is more than Rs. 2,00,000/- (Rs. Two lakh only) for any consignment, then the successful bidder shall intimate CEERI about the amount of customs duty involved in advance so that the customs duty can be arranged will in advance, prior to landing against intimation and advance Bill of Entry copy from the agent. Any delay in intimating CEERI about the duty payable shall be to the account of successful bidder. No plea on account of delay in arranging the customs duty shall be accepted.
- (q) The consignment after clearance from airport should be delivered at CEERI Stores within Five days. In case, it is felt that cargo may reach CEERI beyond office hours in that case advance intimation shall be furnished to keep the premises open.

Alternatively the bidder shall keep the cargo in their stores which have to be insured against fire, theft and other risks so as to indemnify CEERI for any loss.

- (r) In case the cargo is received in shortage/damaged condition/short landing cargo on payment shall be released to the bidder till CEERI receives the complete consignment/insurance claim. In all such cases the bidder is required to file “Shortage” or “Damage” or “Not Found” or Not Traceable” claim with the Airline/Steamer/Airport Authorities, obtain necessary certificate from the Airlines/Sealiner.
- (s) CEERI is exempted from payment of Custom Duty as per notification No. 51/96-Customs dated 23rd July 1996 as amended from time to time. The bidder has to ensure clearance of the consignments under the above notification.

GENERAL CONDITIONS

1. Quotation will be enclosed in a sealed cover addressed to Stores & Purchase Officer, CEERI, Pilani – 333 031 (Rajasthan). The cover should be sealed and super scribed “ QUOTATION IN RESPONSE TO CEERI TENDER ENQUIRY NO. CEERI/FF&CHA/Pur/2012-13/T- Due on 5th December, 2012 and DATE OF OPENING 5.12.2012 at 3.30 P.M. In case due to any reason the due date or opening happens to be holiday, the next working day shall become the due or opening date. No separate information will be sent to the bidders for this reason.
2. The amount quoted in the quotation must be mentioned in figure and words. If any discrepancies found in the figure and words amount then the amount mentioned on lower side be entertained and order placed on the lower side quoted amount. In case of discrepancy in writing the discount portion, the higher percentage of discount will be considered.
3. Part – I (Techno-Commercial Bid) will be opened on scheduled date and time in presence of the bidders, if any.
4. No deviation is acceptable after opening of quotation.
5. Payment will be released to the firm only after the receipt of material in CEERI Stores and also the receipt of Pre-receipted bill in duplicate addressed to Director, CEERI, Pilani along with the relevant documents as a proof for which payment has to be charged by the firm.
6. Bidders are requested to submit the EMD of Rs. 1,00,000/- (Rs. One lakh only) in the form of crossed Demand Draft / Banker’s Cheque / Bank Guarantee of recognized nationalized bank in favour of Director, CEERI, Pilani along with the bid and validity of Demand Draft/Banker’s Cheque / Bank Guarantee must be six months from the date of issue. Quotation received without EMD shall be straight away rejected. EMD of un-successful bidders will be refunded within 30 days after the opening of quotation

and EMD of successful bidder will be refunded within 30 days after the receipt of Security Guarantee. No. interest would be paid on the Earnest Money Deposit.

7. Service Tax shall be paid as applicable. However, Service Tax and TIN Number may be clearly mentioned in the quotation and bill also.
8. The Director, CEERI reserves the right to accept or reject any or all the tenders received without assigning any reason.
9. Except where otherwise provided in the clauses of this contract or the execution of the same arriving during the progress of work or after the completion of the work, abandonment there of all disputes shall be referred to the sole arbitration of a person nominated by the Director General, CSIR and if he will unable or unwilling to act, to the sole arbitration of other person appointed by him willing to act as an Arbitrator. The submission shall be deemed to be submission arbitration under the meaning of the Arbitrator. The submission shall be deemed to be submission arbitration under the meaning of the Arbitrator Act 1940 or any statutory modification of re-enactment thereof for the time being in force. The award of arbitrator so appointed shall be final, conclusive and binding on all parties to this contract.
10. All disputes to be settled under jurisdiction of Rajasthan.
11. The quotation shall be valid for a minimum period of 60 days from the date of opening of bids.
12. All terms used in the Tender Document will have the meaning as described in INCOTERMS 2011.
13. Insurance to be arranged by CEERI.
14. Liquidated Damages: Director, CEERI reserves the right to deduct penalty @ 0.5% per week of FCA/FOB price for delay in consolidation and Airfreight / Sea shipment of CEERI shipments and delivery to stores, CEERI, Pilani. (Maximum penalty shall be 2%). The period for this will be calculated after 30 days, from the date of intimation by supplier about the readiness of the consignment for shipment.
15. Incomplete bids and conditional bid will be summarily rejected.
16. Negotiation with bidders after the opening of the quotations is discouraged. Therefore, the bidders are advised in their own interest to quote their best competitive/discounted offer in the first instance or maximum discount may be indicated in the quote/offer. However, CEERI reserves the right for a commercial discussion.
17. Un-loading of consignment at CEERI site is CEERI's responsibility.

Stores & Purchase Officer

PROFORMA FOR SUBMITTING PRICE BID

Sl. No.	Name of Job Work	Discount on IATA Rates
	All type of consignment including all the stages of clearance like collection of documents from CEERI, Pilani, collection of delivery order from carriers, DO charges of air lines, custom clearance of consignments including customs documentation, customs examination sealing/strapping, CC Fee, Screening charges, X-ray charges, BE charges, DGR Fee, AWB/HAWB charges, Fork lift/Crane charges, Loading charges at Airport / Sea Port and Transport charges from Delhi to CEERI, Pilani and Mumbai to CEERI, Pilani etc.	

Date

Signature of authorized person

The discount should be firm and fixed and should be applicable uniformly for all slabs of weight and from different countries, as per IATA and copy of the latest IATA/TACT sheet based on which the discount has been worked out must be enclosed along with the price bid, failing which the offer shall be summarily rejected.

1. A Copy of TACT Book for IATA Rates shall be provided by the successful bidder in every Six Months.
2. On FCA/FOB consignments, no other charges in shipper country will be paid except freight.
3. On Ex-Works consignments, charges in shipper country i.e. Inland Handling / Forwarding and Pick-up charges will be paid at actual.
4. Fuel and Security Surcharges will be paid on the basis of House Airway Bill.
5. All Govt. statutory charges /levies not mentioned in the format will be paid on the production of the Receipts for the same.

PROFORMA FOR SUBMITTING PRICE BID

IATA RATES SHEET

Single Discount (%) to quoted for Air freight charges as per following IATA rates.

Nome of Country	Airport	Min.	(-45)	(+ 45)	(+)100	(+) 300	(+) 500	(+)1000
USA	New York USD	125/-	15.55	11.95	10.36	9.42	9.07	9.07
	Los Angle, USD	175/-	19.94	15.17	14.95	13.28	12.67	11.97
	SFO , USD	175/-	16.94	15.60	14.85	13.30	12.66	12.53
	Chicago , USD	175/-	19.68	18.60	14.95	14.39	14.30	13.73
UK	Heathrow GBP	58/-	6.11	6.11	2.96	2.76	2.43	2.43
Germany	Frankfurt Euro	76.69	4.09	4.09	2.56	2.30	2.17	2.17
Japan	Tokyo JPY	11,500/-	1610.00	1370.00	1200.00	1040.00	1040.00	1040.00
Netherland	Amsterdam Euro	68.07	7.82	7.82	3.05	2.83	2.71	2.71
France	Paris Euro	80.03	9.10	9.10	3.64	3.27	3.15	3.15
Canada	Montreal CAD	185/-	18.47	14.14	12.14	11.08	10.63	10.63
Singapore	Singapore SGD	75/-	9.75	7.31	7.31	7.31	7.31	7.31
Switzerland	Zurich CHF	120/-	17.25	10.85	5.40	4.55	4.30	4.20
Italy	Milan Euro	67.14	4.86	4.86	3.19	3.19	1.91	1.91
Hongkong	Hongkong HKD	190/-	30.39	22.79	22.79	22.79	22.79	22.79
Sweden	Stockholm SEK	750/-	33.00	27.00	21.00	21.00	21.00	21.00
Australia	Melbourne AUD	120/-	7.50	5.65	3.85	2.70	2.30	2.30
	Sydney	350/-	24.50	24.50	23.50	23.50	23.00	23.00
Austria	Vienna Euro	71.95	11.12	8.39	8.39	8.39	8.39	8.39
Belgium	Brussels Euro	66.93	6.07	6.07	3.00	2.70	2.55	2.55
Denmark	Copenhegan DKK	670/-	29.00	26.00	18.00	18.00	18.00	18.00
Taiwan	Taipai TWD	1281/-	181.00	136.00	136.00	136.00	136.00	136.00
Malaysia	Kualalumpur MYR	75/-	9.95	7.47	7.47	7.47	7.47	7.47
Korea	Seoul, KRW	39,300/-	8260.00	6200.00	5370.00	5370.00	5370.00	5370.00
Thailand	Bangkok THB	800/-	86.00	65.00	65.00	65.00	65.00	65.00
Mauritius	Mauritius MUR	1,500/-	152.40	115.00	52.90	52.90	52.90	52.90

Percentage of discount offered on above rates. Only one rate of discount should be quoted irrespective of countries sizes, slabs, type (ODC & voluminous etc.) and inclusive the charges mentioned in FORMAT-A	In Figures
	In words

Note : To the best of our knowledge the rates given in above table are the IATA rates.

Date _____

Signature of authorized person _____

Name of the party _____

Name of the person _____

Designation _____

PROFORMA FOR SUBMITTING TECHNO-COMMERCIAL BID

Sl. No.	Item/Clause	YES/NO
1.	Whether the Bidder should have consolidation & CHA License in their own name (Single Name) registered with Customs New Delhi .	
2.	Whether the Bidder should be registered member of IATA/FIATA	
3.	Whether the Bidder should registered with Service Tax Authorities.	
4.	Whether the Bidder should have facility for custom clearance at Mumbai and Delhi	
5.	Whether Bidder should enclose the certificate as evidence about satisfactory performance of work issued by the client of freight forwarding and custom clearance of any two Govt. Department/ PSUs/Public Funded Autonomous Bodies/CSIR Lab/Institute/ICAR/IIT/ DRDO including Hospitals.	
6.	Whether the Bidder should enclose the previous three years Balance Sheet certified by chartered accountant evidencing min. Annual Turn over of Rs. 2.00 Crore.	
7.	Whether the Bidder should enclose the EMD of Rs. 1=00 Lakhs (Rs. One lakh only)	
8.	Whether the Bid should valid for 60 days from the date of opening.	
9.	Whether the Bidder should enclose the list of associates mentioning the full address, Phone Number, Fax Number and E-mail	
10.	Whether the Bidder should enclose the undertaking on India Non Judicial Stamp of Rs. 100/- certifying that all shipments arrived under their consol will be released without demurrage charges.	

Price Bid of only those firms will be opened who fulfill our terms and conditions.

Detail of EMD :-

Signature

Name of party with Stamp

(On the Letter Head of the Bidder)

UNDERTAKING BY THE BIDDER

1. We agree that all the consignment after clearance from Airport by us will be delivered to CEERI Stores within Five days.
2. We agree to pay the customs duty for all consignment at the time of clearance from airport/seaport and its reimbursement up-to a limit of Rs. 2.00 Lakhs against paid challan. We shall submit bill along with the paid challan for reimbursement of custom duty paid.
3. We undertake to ensure that correct nomenclature and HS classification as per extant ITC/Customs notification is mentioned in the Bill of Entry and the correct product code (HS) is verified and duty free items as per customs Tariff Act is cleared without duty.
4. We agree that we shall not claim any demurrage charges, if paid by us at the time of clearance, for the shipments arranged by us and further, no consignment of CEERI, Pilani will detained or withheld by us before or after custom clearance under any circumstances.
5. We agree that the House Airway Bill number and date and Master Airway Bill number and date will be intimated to the importer sufficiently in advance prior to, arrival of the consignment.
6. We agree that we shall submit the **original** House Airway Bill, Copy of Master Airway Bill, Customs Signed Invoice, Bill of Entry both importer copy and Exchange control copy, along with our bills.
7. We shall prepare and submit consolidation bill towards airfreight bill strictly in accordance with the approved rates. Under no circumstances airfreight rates charged by us shall exceed those specified in the latest issue of IATA Tact Book less the discount.
8. We agree to accept the Exchange Rate adopted for the assessment of Custom Duty on the date of filling Bill of Entry (Import) for the purpose of calculation of airfreight charges.

9. As we shall handle sophisticated and valuable consignment, we shall furnish a fidelity bond of Rs. 10.00 Lakhs in favour of Director, CEERI, Pilani to safeguard the interest of CEERI, Pilani in the event of any loss to CEERI due to any act of Omission and Commission by us. The fidelity bond would be valid for the contract duration. Director, CEERI will have the discretion to order for the forfeiture of deposit for any breach of contract.
10. We undertake to submit Performance Bank Guarantee of Rs. 1.00 Lakh (Rs. One Lakh Only) valid for 26 months from the date of contract.
11. We agree to accept the liquidated damages clause of the bidding documents.
12. In case of airfreight of consignment on Ex-Works basis, we undertake to take prior approval of CEERI towards pick-up charges before arranging shipment.

Place:

Date

Signature of the authorized person

MODEL BANK GUARANTEE FORMAT FOR FURNISHING BID SECURITY (EMD)

Whereas(hereinafter called the "tenders") has submitted their offer dated for the supply of (hereinafter called the "tender") against the Purchaser's tender enquiry No. KNOW ALL MEN by these presents that WEofhaving our registered office at are bound unto(hereinafter called the "Purchaser) in the sum of for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank thisday of20.....

THE CONDITIONS OF THIS OBLIGATION ARE :

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity :-
 - (a) If the tenderer fails to furnish the performance security for the due performance of the contract.
 - (b) (b) Fails or refuses to accept/execute the contract.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the purchaser (CSIR/CEERI) having to substantiate its demand, provided that in its demand the purchaser will note that the amount claimed by it is due to it owing the occurrence of one or both the two conditions, specifying the occurred condition or conditions. This guarantee will remain in force up-to and including 45 days after t he period of tender validity and any demand in respect thereof should reach the bank not later than the above date.

Signature of the authorized officer of the bank

Name and designation of the officer

Seal, name and address of the Bank and address of the Branch.