

**Acharya N G Ranga Agricultural University**

**NATIONAL COMPETITIVE  
BIDDING DOCUMENT  
FOR  
“SUPPLY OF SEED PROCESSING PLANT FOR  
PULSES”**



**AGRICULTURAL RESEARCH STATION  
AMADALAVALLASA – 532 185,  
SRIKAKULAM DISTRICT, ANDHRA PRADESH**

**ACHARYA N G RANGA AGRICULTURAL UNIVERSITY  
AGRICULTURAL RESEARCH STATION  
AMADALAVALLASA – 532 185, ANDHRA PRADESH  
SRIKAKULAM DISTRICT**

**TENDER NOTIFICATION**

**Ad. No. ARS/AMADALAVALLASA/NFSM/  
SEED PROCESING PLANT FOR PULSES Dt.27-08-2018**

Sealed tenders are invited for the **Supply of Seed Processing Plant of one ton/ hour capacity for pulses**. Tender Schedules can be downloaded from web site [www.angrau.net](http://www.angrau.net) from **06-09-2018 to 22.09.2018**. Filled in tenders should accompany Rs. 1000/- (Rupees One Thousand only) towards cost of tender form in the form of crossed demand draft drawn in favour of “**The Principal Scientist (Agro.) & Head, ARS, Amadalavalasa**”. The Financial bid forms and the Technical bid forms should be submitted in separate sealed covers. Tenders will be opened on **04-10-2018 at 11-00 A.M.**

**Principal Scientist (Agro.) & Head,  
Agricultural Research Station,  
Amadalavalasa, 532 185  
Srikakulam (Dt.), Andhra Pradesh.**

**ACHARYA N G RANGA AGRICULTURAL UNIVERSITY  
AGRICULTURAL RESEARCH STATION  
AMADALAVALLASA – 532 185, ANDHRA PRADESH  
SRIKAKULAM DISTRICT**

**Office of the Principal Scientist (Agro.) & Head,  
Agricultural Research Station,  
Amadalavalasa, 532 185  
Srikakulam (Dt.), Andhra Pradesh.**

<b>Bid Reference</b>	<b>: Ad. No. ARS/AMADALAVALLASA/ NFSM SEED PROCESING PLANT FOR PULSES Dt.27-08-2018</b>
<b>Date of Commencement of availability of tender forms</b>	<b>: 06-09-2018</b>
<b>Last date &amp; Time of receipt of tender</b>	<b>: 22-09-2018, 3-00 P.M.</b>
<b>Time &amp; Date of Opening of tender</b>	<b>: 04-10-2018, 11-00 A.M.</b>
<b>Place of opening of sealed tenders</b>	<b>: Office of the Principal Scientist (Agro.) &amp; Head, Agricultural Research Station, Amadalavalasa, 532 185 Srikakulam (Dt.), Andhra Pradesh. Ph: 08942-286270 (O) M: 8008882991, 8500960729 Email: ars_adv@rediffmail.com</b>
<b>Address for Communication</b>	<b>: Office of the Principal Scientist (Agro.) &amp; Head, Agricultural Research Station, Amadalavalasa, 532 185 Srikakulam (Dt.), Andhra Pradesh. Ph: 08942-286270 (O) M: 8008882991, 8500960729 Email: ars_adv@rediffmail.com</b>

## TENDER APPLICATION FORM

1. Item. Quoted for :
  
2. Name and Address of the Organization :  
(Phone, Fax and E-mail address)
  
3. Name and designation of :  
Head of the Organization
  
4. Year of incorporation :
  
5. Number of qualified service personnel :
  
6. Response generation :  
(Immediate / 1 day / 2 days)
  
7. No. of orders taken up so far :  
(Enclosed User (s) List) **with satisfactory  
performance certificate from clients**
  
8. Details regarding operating cost (Enclose :  
Separate sheet with all factors taking into  
Consideration)
  
9. In case of urgent repairs, please indicate :  
the correct contact persons Name and  
Phone Number.
  
10. Whether Photostat copies of all the :  
documents prescribed in Terms and  
Conditions enclosed.
  
11. Details regarding financial status position :  
(For the last 3 financial years)

**SIGNATURE OF THE APPLICANT**

Note: Tender application forms without Photostat copies of all documents  
Prescribed in terms and conditions will not be considered.

**Financial Bid Tender Form**  
(To be used by the Tenderers)

From

To

**The Principal Scientist (Agro.) &  
Head,  
Agricultural Research Station,  
Amadalavalasa, 532 185  
Srikakulam (Dt.), Andhra Pradesh.**

Ref: - 1. Your Tender Notice No., ..... Dated .....  
2. EMD – D.D. No. .... Dated ..... For Rs.

I / We have read the contents of the terms and conditions mentioned in your tender schedule and its enclosures and agree to abide by the same.

I / We hereby offer to supply the article prescribed in the schedule (or such portion thereof as you may specify on the acceptance of tender) at the price given below.

I / We agree to hold this offer open for a period of twelve months from the date of acceptance of tender and shall be bound by communication of acceptance dispatched within a period of 15 days from the date of opening of tenders.

I / We have also examined the requisite specifications of the materials to be supplied and my / our offer is to supply the required material in accordance with the requisite specifications.

I / We have carefully considered all terms and conditions given in the Annexure A and B and particulars regarding settlement of disputes and we have signed the same in token of consciously accepting the same and do hereby state that we accept them without any reservations and accordingly I / We quote the rates inclusive of all taxes, duties, transportation, installation to places mentioned in the annexure A wherever it is applicable.

<b>Name of the item</b>	<b>Units</b>	<b>Unit Price in (Rs)</b>	<b>Total Amount (Rs)</b>
Supply of Seed processing plant of one ton capacity per hour for pulses	1 No		
		Total	

The execution of the above will be ready for delivery within ..... days from the date of receipt of firm orders.

Yours faithfully,

(Signature and stamp of the Tenders)  
state legal status, whether Prop./  
partner/registered firm / company etc.)

Encl:

EMD – DD No. .... dated ..... for Rs. ....

Note: Attach additional sheets giving full particulars such as name and address of the Proprietor or list of partners and their addresses or particulars of registered firm or of the company and the specifications of the equipment furnished.

## ANNEXURE A ( For Technical Bid Form)

### Specifications of the seed processing plant for pulses

A one ton capacity seed processing plant for pulses should have the following items and their essential features:

#### **I. Vertical bucket elevator :**

- a. Capacity : 2TPH
- b. No. of elevators : 5 (Five)

**Note: The Elevators is Complete with spout section, discharge system, service plate form, boot plate, hopper with feed control gate.**

#### **II. Pre Cleaner**

- a. Capacity : 1TPH

**The Unit is complete with motor, starter, switch, built in cyclone dust collector, ducting.**

- Electrical Motors make Crompton/Siemens/ equivalent make.
- Starter & switches make L&T /Siemens.
- Bearings make NTN/SKF/XCS
- Pit cover for elevator to feed pre cleaner

**Note: Additional screens are to be provided as each seed processing plant may process two or more pulses seeds depending upon site.**

#### **III. Fine cleaner or Seed Grader**

- a. Capacity : 1TPH
- b. No .of screen/Layers : 7 Screens with 3 layers scalping (oversize), Grading good product) and sand (undersize) screens made of not less than one mm (20 Gauge) G.I. sheet.

**Screen size : Screen aperture size in mm indicative aperture sizes of the screens are given. However, at the time of supply, screens may be supplied depending upon the varieties of pulses.**

Redgram: 9.50R (Top),2.30S ,4.00R, 4.75R (Bottom screen)

Blackgram:9.00R (Top),2.20S, 4.00R ,4.60R (Bottom screen)

Bengalgram:10.00 R (Top),5.00R,5.50R ,6.00R (Bottom screen)

Greengram:9.50R(Top),2.30S,2.80S,3.00S(Bottom screen)or equivalent

The Machine should have more than 90% mechanical efficiency, single layer of seed over scalping and grading screen ensure with no bouncing effect on screen.

**CONSTRUCTIONAL FEATURES:**

- Air chamber is self cleaning type.
- Motors are Crompton/Siemens/Kirloskar/equivalent make.
- Starter & switches make: L&T/Siemens.
- Bearings make: NTN/SKF/XCS

**IV. Destoner capacity :**

- a. Number : one
- b. Capacity : 1 TPH

**Features**

- Motors are Crompton/Siemens/Kirloskar/equivalent make.
- Starter & switches make: L&T/Siemens.
- Bearings make: NTN/SKF/XCS

**V. Specific gravity separator**

- a. Number : one
- b. Max. Capacity : one TPH

**Features**

Air chamber is self cleaning type.

- Motors are Crompton/Siemens/Kirloskar/equivalent make.
- Starter & switches make: L&T/Siemens.
- Bearings make: NTN/SKF/XCS
- Deck speed will be controlled by VFD drive of danfoss or any equipment make
- Special mechanism for grain distribution on deck
- Air pressure indicator for precise control of air flow.
- Air control meter to control the pressure of air depends on bulk density of seed

**VI. Seed filling and bagging machine**

- a. Capacity : 4 kg per bag
- b. Hopper capacity : 100-120 kg
- c. Load cell mechanism for accurate weighing set by digital control panel

**VII. Bag closer**

- a. Make : Remo
- b. Capacity : 200-600 bags per hour

- c. Number : One  
d. System of arrangement : Twin needle and twin thread

### **VIII. Master electric control panel board**

The panel is complete with main on/off switch, change over switch, voltmeter, ammeter, phase indicators, motor starters with protective relays and fuses. 15 amp sockets of 220 V single phase are provided for using other equipment /lights etc. Panel and electric systems is suitable capacity for seed Processing. Machineries Line with using Wires & Cables of finolex /Havelsor L&T. Switches are of L&T/ABB/ Siemens Make.

### **IX Seed diverting chute for connecting seed flow from one machine to other**

**Number : 05 (Five)**

Cost should include complete dust extraction system, which does not come Under scope of the above seed processing machineries. Connecting 15–20 cm dia sized pipes made of MS/PCV 2mm thick or sheets of 18 gauge sheets connecting to all points to the section blowers and connecting to cyclone dust collector and complete with hood made of MS sheets and angles

**Quote should be inclusive of basic price, taxes/duties applicable, packing, insurance, loading and unloading, transportation to Amadalavalasa, Srikakulam (Dist), Andhra Pradesh and any other incidental charges including installation of the above equipment.**

**Approximate quantity required: 1 No**



## Annexure –B

(Terms and Conditions)

### Cost of Tender Form and Availability

The tender form can be downloaded from ANGRAU web site [www.angrau.net](http://www.angrau.net). The duly filled application may accompany a crossed demand draft for Rs. 1000/- (Non-refundable) drawn in favour of The Principal Scientist (Agro.) & Head, Agricultural Research Station, Amadalavalasa, 532 185, Srikakulam (Dt.), Andhra Pradesh.

### Submission of Tender and Deposit of Earnest Money

1. The Process of Tender Bidding comprises of two stages a) **Technical bidding** b) **Financial Bidding**. All tenderers must send the duly signed complete technical details of the Equipment/ Machinery/ Apparatus in a sealed cover mentioning “**Technical Bid Document for Supply of Seed processing plant for pulses**”.
2. Tenderers must fill in their rates in the financial bid form and return it duly signed in token of their acceptance of the conditions laid down herein in a sealed cover mentioning “**Financial Bid Document for Supply of Seed processing plant for pulses**”.
3. Should be written legibly in ink or type written. No alternations should be made to any of the terms and conditions of the tenders by scoring out, altering or overwriting. Similarly no alternations are permitted in the rates quoted by them. No alternations will be allowed after the tender is received by this Office. Ambiguity must be avoided in filling the tenders. However, any corrections etc., made will have to be duly attested with dated signatures and official seal. The tenders not complying with these conditions will be rejected summarily.
4. Tenders are required to deposit EMD @ 2% of the estimated value of each and every item as per the quote in total as earnest money with the University by a crossed Demand Draft drawn in favour of **The Principal Scientist (Agro.) & Head, Agricultural Research Station, Amadalavalasa, 532 185, Srikakulam (Dt.), Andhra Pradesh** .in the sealed cover titled “**Financial Bid Document for Supply of Seed processing plant for pulses**”.
  - a) All offers without earnest money will be rejected.
  - b) Request for adjustment of pending bills / deposits, if any, towards earnest money will not be entertained.

Note: Cheques, government security (stock certificates, bearer bonds, Promissory notes, cash certificates etc.,) will not be accepted.

5. Company offering tenders preferably should have supplied similar Equipment/ Machinery/ Apparatus to at least two to three institutes in ANGRAU / other Universities / ICAR / leading institutes/State or Central Govt. offices/institutes. The

tenderers have to submit performance certificates from such units where the Equipment/ Machinery/ Apparatus have been supplied.

6. The tenders not confirming to the prescribed terms and conditions of the Agricultural University or conditional tenders or Tenders which cannot adhere to the prescribed time schedule are liable for rejection.
7. The equipment with specifications prescribed is enclosed along with this tender shall also be treated as part of these tender documents for all purposes.
8. The tender documents are not transferable under any circumstances.

### **Validity of rates and other Conditions**

1. Warranty period for the goods shall be given for minimum of 24 months or more from the date of installation. In the event of any correction of defects or replacement of defective material during the warranty period, the warranty for the corrected / replaced material shall be extended to a further period of 24 months. The spare parts should made available for a minimum period of 5 years or more from the date of installation and free service should be provided for three years after warranty for a period of 3 years. **Successful bidder has to deposit the performance guarantee of 5% of the total contract value within 15 days of award of the offer.**
2. Bids shall remain valid for a period of 90 days or more from the date of opening of the tender prescribed. In exceptional circumstances, the purchaser may solicit the bidder's consent for an extension of the period of validity. The request and response shall be made in writing / telex / fax / e-mail.
3. The validity of the tender will extend for a period of twelve months from the date of placing the initial orders and it shall be open to the ANGRAU to place the orders with the suppliers on the same rates, terms and conditions for any additional quantities likely to be recurred during that period.
4. **The bidders shall seal the financial bid form and the technical bid forms (with tender application form and also complete technical details and drawings) in two separate envelopes and place these two envelopes in an outer envelope**
5. The inner and outer envelopes shall bear the following address:

**The Principal Scientist (Agro.) & Head,  
Agricultural Research Station  
Amadalavalasa 532 185, Srikakulam (Dt.) Andhra Pradesh**
6. It should also bear the reference of the Invitations for tender mentioned in the advertisement, and a statement **DO NOT OPEN BEFORE** .....
7. The inner envelopes should also contain the name and address of the bidder.

8. Telex, cable, e-mail or facsimile tender will be rejected.
9. Tender Documents must be received by the purchaser at the address specified not later than the time and date specified in the invitation (Notification) for tenders. In the event of the date specified being declared as a holiday for the University, the tenders will be received up to the appointed time on the next working day.
10. The tenderers representatives who are present shall sign in the register evidencing their attendance. In the event of the specified date of tender opening being declared as a holiday for the University, the tenders shall be opened at the appointed time and location on the next working day.
11. During evaluations of tenders subsequent to opening, the University may at its discretion, ask the tenderer for clarification of tender. The request for clarification and the response shall be in writing and no change in prices or substance of the tender shall be sought, offered or permitted.
12. The bidder shall enclose complete technical details and design and drawings of the machinery/ equipment / apparatus. After opening the tenders, specifications shall be scrutinized and if required clarification may be sought.
13. The purchaser's evaluation of the tender will take into account, in addition to the tender price / EX-factory / ex-warehouse / off – the – shelf price of goods offered in India. Such price to include all duties and taxes paid or payable on components and raw material incorporated in the goods, excise duty on the finished goods, if payable, and price of incidental services like cost of inland transportation, ex-factory, from the port – of entry, insurance and other costs within India incidental to the delivery of goods to their final destination. Delivery schedule offered in the tender,. Deviations in payment schedule from that offered and availability in India, of spare parts and after sale services for the equipment offered in the tender shall also be taken into account.
14. **Terms of delivery:** Delivery of the equipment should be made within 30 days of placing confirmed order.
15. **Payment terms :** The payment will be made on successful installation of the equipment and upon submission of the documents pertaining to the goods, including four copies of the invoice, insurance certificates, manufacturer's/ supplier's warranty certificate, detailed operation and maintenance manuals.

## Acceptance of tender

1. Tenders will be opened on specified date in the presence of such tenderers as may be present. A decision with regard to acceptance of tender will be taken as soon as possible within 15 days of opening the tender.
2. **Tender Finalization Process:** Initially technical bid of tender of all tenderers shall be opened and scrutinized as per technical details specified in annexure A. Technical details and designs shall be scrutinized as per standard procedure. **Based on successful fulfilment of technical criteria, list of qualified tenderers in technical bid is prepared and then the financial bid of only those who are technically qualified tenderers shall be evaluated for short listing L1, L2, L3.**
3. The successful tenderer (s) will be intimated by letter (s) or other means of communication and the tenderer (s) so informed shall be bound from the time transmission of such acceptance by the University. Formal acceptance of the tender (s) will be forwarded to successful tenderer (s) in due course but it will serve merely as a confirmation of the initial information and shall not affect the time from which the offer (s) is / are bound by the contract(s).
4. The University is not to accept the lowest quotations. Any or all the quotations may be rejected without assigning any reasons. It reserves the right of acceptance in whole or part of the offer made. The officer should justify with the reasons the superiority of the article than the articles of the lowest tender. He should furnish reasons on the comparative statement of tenders.
5. The University may decide to split the order between two or more firms in a manner convenient to it.
6. The University may decide to order full equipment with or without or few spares and accessories at its discretion
7. Successful tenderer shall execute an agreement in accordance with these terms and conditions.

## Performance Security:

1. The successful tenderer (s) shall, within 7 days after the University's written notice of acceptance of the tender has been posted to him or them, deposit with the Agricultural University 5% of the value of the goods required or the authority (University) may fix the amount according to the value of the tender as a security for the fulfilment of the contract. The earnest money deposit / performance security shall carry no interest. The performance security to be deposited will be in addition to the earnest money deposit.
2. The University reserves the right to forfeit and confiscate earnest money deposit, should the successful tenderer fail to pay the security deposit which is required under the terms & conditions of this tender.

### **Other Contractual Obligations.**

1. The contract shall not be capable of being varied except by written consent by both the purchaser and the supplier and the Agricultural University shall not in the absence of the specific written acceptance be bound by any provisions of the supplier's quotations, offers etc., which purport to impose conditions, at variance with this contract.
2. The supplier shall not sublet or delegate this contract or part thereof without the written consent of the Agricultural University. Such consent shall not, however, be withheld unreasonably. But the tenderers may, without the consent of the Agricultural University, purchase material which he / they does not normally manufacture.
3. The supplier shall keep confidential all matters concerning this contract and comply with all reasonable security requirements. All drawings, blocks specifications, manuscripts, samples etc., if supplied by the Agricultural University and all copies thereof shall be returned to the University when their use is terminated. In no event, the supplier shall permit publicity concerning this contract without the prior consent of the Agricultural University.
4. No undertaking or commitment given by or made by any officer of the University verbally or in writing does not have any validity unless it is signed again by the authority competent who concluded an agreement earlier.

### **Supplies as per Specifications.**

1. All supplies shall be to the description and to the specifications laid down and in strict accordance with the approved samples. Deviation, if any should be clearly brought out failing which it will be normally construed that the materials offered are not to our requirements. Any special features may also be clearly brought out.
2. The decision of the University, however, shall be final as to the quality of supplies received and binding upon the supplier. In case the supplier(s) supplies any other article than what is ordered, such article supplied, not being approved, shall be liable to be rejected.
3. If the University required any changes in specification, the supplier shall use his best endeavour to comply with University's wishes subject to fair fixation of prices and delivery schedule where appropriate.
4. If at any time during the term of this contract, the plans of the University change for any reason, the University shall have the right to terminate or alter this contract by sending fifteen days notice to the supplier (s) by Registered letter. In respect of such of the material which is complete and ready for dispatch, within thirty (30) days of such notice, the University agrees to accept delivery thereof at the contract price and terms.

### **Consequence of non-supply and damages.**

1. All risks of loss, damage or depreciation to goods shall be upon the supplier until the material is delivered at the addresses specified and in accordance with the provisions of the contract. Till the material is received at the respective destination indicated by the University, the property continues to be at the risk of the supplier(s). The mere fact that the material is delivered to transporter is no defense to the supplier and the supplier will be squarely held responsible for any delayed receipt of the material by the University or for loss or damage of any kind to the material in transit.
2. Assuming that the supplier fails to deliver any or all the material covered by the contract, the Agricultural University reserves the right in addition to other legal remedies, to cancel the contract or any portion thereof and hold the supplier liable for all damages sustained by the University by virtue of the supplier failing to perform the contract and consequent cancellation of the contract.
3. In the event of the supplier failing to complete the supply in time or according to the approved specifications, the university reserves the right to make such arrangements as it may think fit for the completion of the supplies on account of and at the sole risk of the supplier.
4. In case the goods are not supplied according to specifications and it is decided to retain the inferior goods at the discretion of the university, the supplier will be entitled to receive the payment only at the rate fixed by the university after taking into consideration the unsatisfactory quality of the material supplied and not at the rates mentioned in the order.
5. The time allowed for delivery of goods shall be deemed to be the essence of contract. In case the goods are not delivered within the stipulated period, the university reserves the right to recover the liquidated damages @ a sum equal to 2% of the contract price of the undelivered material per week subject to a maximum of 5% of the value of undelivered material. The university also reserves the right to cancel the purchase order in case supplies are delayed beyond the scheduled date of delivery and to make such arrangements as it may think fit for the completion of supplies on account and at the risk of the supplier (s). The additional expenses thus incurred together with the consequential losses and also the liquidated damages shall be recovered from the supplier out of his / their security deposit / earnest money deposit and any other amount due to him / them. The balance still, if any, payable by the supplier shall be paid by him / them within 7 days of notice by the Acharya N.G. Ranga, Agricultural University.

All invoices shall be prepared in four copies and shall be signed by the supplier or his / their authorized agent. Every invoice shall bear a certificate to the effect that "the material covered by the invoice has been inspected by the supplier before delivery and conforms in every way to the contract specifications and is packed in accordance with the contract requirements and further that the invoice is correct in every respect and no other invoice has been rendered previously in respect of the articles charged in the particular invoice.

### **Forfeiture / Refund of the Earnest Money Deposit**

1. In case, the selected Tenderer (s) does not supply the stores at the quoted rates within the period of contract and commits any breach of any one of more of these terms and conditions, the Earnest Money Deposit and Performance Security money deposited by the tenderer (s) will be forfeited.
2. Earnest Money of the unsuccessful Tenderer (s) shall be refunded within one month from the date of decision regarding the tenders. No interest is payable by the University on such deposits.
3. The Earnest Money deposited by successful Tenderer (s) shall be retained by the Agricultural University till three months after the expiry of the contract period, i.e., 12 months from the date of acceptance of the tender or the date on which the supply which may arise in consequence of repeat orders, placed during the 12 months for which the rates quoted are to remain valid.
4. On due performance and satisfactory completion of the order in all respects during the contract period, the Earnest Money Deposit and the Performance Security it will be refunded to the Contractor(s) without interest within a period of 3 months with effect from the date receipt of a request to this effect from the supplier(s).

### **Settlement of Disputes.**

1. Any difference or dispute arising out of or in connection with this tender or acceptance thereof or the contract that may be entered in consequence thereof shall be decided by arbitration. (The Principal Scientist (Agri Engg) & Head, Post Harvest Technology Centre, Bapatla.) or his nominee shall be the sole arbitrator and the arbitrator's decision shall be final and binding on the parties. The Tenderer(s) will have no objection to such appointment on any ground whatsoever including that such nominee, in his official capacity dealt with this matter at any stage.
2. The parties hereby agree that in the event of any dispute no cause of action shall arise in their favour to approach any court unless they have resorted to and exhausted the remedy of arbitration as envisaged above.
3. The parties also do hereby agree that the contract envisaged by these terms and conditions shall be deemed to have been entered into at Bapatla and the courts at Bapatla alone will have jurisdiction to try and legal proceedings which may arise out of this contract. Neither party shall file any proceedings in any other court.

### **Inspection and packing.**

1. At all reasonable time during production and prior to dispatch of material, the supplier (s) shall afford and secure for the representation of Agricultural University every reasonable access and facility at his plant or premises for its inspection and making of usual tests on behalf of the Agricultural University, if so desired.

2. a) The supplier shall supply to the Agricultural University, on request, a report from time to time as to the progress of supplies. Any delay or anticipated delay will be reported at once together with the full reasons therefore.
- b) The responsibility of procurement of transport facilities and dispatch of the stocks in good condition and as per specification and in time / door delivery lies with the supplier and they must keep up the delivery schedule at any rate.
- c) The insurance should be done at the cost of supplier as the rate quoted is all inclusive for door delivery at the indicated research stations for construction as mentioned in Annexure A.
3. Should the progress in supplies be delayed due to any cause beyond the reasonable control of the supplier and whether such delay or impediment occurs before or after the time for dispatch, reasonable extension of time might be granted by agreement between the parties.
4. The supplier shall insert in each case 3 copies of packing list, fully item wise to show case number, contents and full description of the contents. The concerned in-charge of the stores of the University at the receiving point will retain one copy with him and return the other two copies, duly signed to the supplier who will append one copy of this packing list with invoices when sent to the concerned for payment.