



CENTRE FOR CELLULAR & MOLECULAR BIOLOGY

(Council of Scientific & Industrial Research)
Habshiguda, Uppal Road, Hyderabad – 500 007 (T.S.) India

PURCHASE ORDER

By Speed Post

M/s. Applied Bioscience Consultants & Distributors D-203, Riviera Apartments Lokhandwala Township, Kandivali(E) Mumbai - 400 101.	Ref. No.	3179/111119/8030/MISC	1641
	Date	16.01.2020	
	Subject	Supply of SnapGene Software	
	Your Ref.	ABCD/28/11/0058B dated 28.11.2019	

With reference to above, please arrange to supply the following items on **Terms & Conditions** mentioned overleaf and instructions below.

SNo.	License Type	PRODUCT DESCRIPTION	QTY	RATE (₹)	AMOUNT(₹)
1.	Academic / Government / Permanent License	SnapGene Software, 1-pack	01	63,720/-	63,720.00
(all other specifications/terms and conditions as per the quotation / literature)				TOTAL	63,720.00
Suppliers may please take a note that CSIR-CCMB is registered with Department of Scientific & Industrial Research (DSIR) as Public Funded Research Institution for the purpose of availing Custom Duty exemptions in terms of Govt. Notifications No. 51/96-Customs dt. 23.07.1996 and No. 43/2017- Customs dt. 30.06.2017 and eligible for payment of 5% GST for its R&D procurement in terms of Govt. Notifications No. 45/2017-Central Tax (Rate) and No. 47/2017- Integrated Tax (Rate) dt. 14.11.2017, as amended from time to time.					
Delivery Location	CCMB Central Stores		GST@ 5 % Extra	₹	3,186.00
Delivery Time	On or before 31.01.2020		Grand Total	₹	66,906.00
Payment Terms	Against Pro-forma Invoice against delivery & acceptance		License Period		Perennial
MATERIAL SHOULD BE SENT IN GOOD PACKING TO AVOID TRANSIT DAMAGES.					
TDS @2% under GST for all orders above Rs.2,50,000/- (excluding GST) will be deducted with effect from 01 st October, 2018 wherever applicable.					

- ✓ **Specifications:** Specification of the item(s) must be as per the attached sheet based on your initial quotation or any subsequent offer (at the time of negotiation etc.) duly considered and accepted by us in writing.
- ✓ **Order Acknowledgement:** Kindly send order acknowledgement immediately through Fax or Email at spo@ccmb.res.in, intimating probable date of delivery. Mention PO No. In the subject line. If you notice any discrepancy/typographical error etc. in this order, you must immediately request for its amendment/correction.
- ✓ **Delivery Time:** The goods must be delivered in the Central Stores during working days between 10:30 AM - 12:30 PM & 2:30 - 4:00 PM ONLY. Goods brought beyond these hours may be returned. Delivery will not be accepted on Saturdays, Sundays and public holidays.

All the material/items are to be first brought and shown at our CCMB Central Stores. Afterwards, if required, the items may be required to be delivered to the concerned Indentor in respective Labs/Divisions/Rooms (as per instructions of Stores personnel) at your own cost and risk engaging your own manpower. If the materials are not brought & shown to the Stores as per procedure then this office will not be responsible for release of payment.

Please provide complete & correct particulars like Beneficiary name, Account No., IFSC Code etc. of your banker enabling us to arrange payment through RTGS/NEFT. Also provide your PAN Number.

CCMB GST Registration No.: 36AAATC2716R3ZE
CCMB TDS Deductor Registration for GST No.: 36HYDT00397F1DU

16.01.2020

(Dharmendra Kumar)
Stores & Purchase Officer

धर्मेंद्र कुमार
DHARMENDRA KUMAR
 भंडार एवं क्रय अधिकारी/Stores & Purchase Officer
 सीएसआईआर-कोशिकीय एवं आणविक जीव-विज्ञान केन्द्र
 CSIR-Centre for Cellular & Molecular Biology
 उप्पल रोड, हैदराबाद-500007 /Uppal Road, Hyderabad-500007

Copy to : Accounts	Stores	I/O: Dr. Pavithra L. Chavali / Dr. Hitendra K. Patel		Office copy / Spare copy	
Amount sanctioned by Director for ₹ 67,000/- under BSH – P 07	Section Officer (S&P)	Head, Information Tech.	Guard file	Head, PME	

Terms & Conditions

1. **Delivery:** To be delivered at Central Stores of CCMB, Uppal Road on DOOR DELIVERY BASIS within the time specified on front side. Printed conditions of supply of the firm, if any, will not be binding on us.
2. **Challans:** Proper delivery Challans should accompany the goods which must be got entered at the Main Entrance (Security Gate) before bringing them to Stores. Separate Challans and invoices should be prepared against different orders. The Challan should contain the information like Order No. & Date; Item Description & its value. You should also send a copy of our Purchase Order along with the supplies.
3. **Payment:** Payment will be made by Account Payee Cheque only after receipt of items in good condition in our stores and its proper installation and commissioning at the user end (wherever applicable). Part supplies should be avoided at any cost. If due to unavoidable reasons part supply is made, bill will only be processed for payment after completion of the supply/installation/commissioning as the case may be. **Bills for partial supply should not be raised.** Bills can only be raised after completion of the entire supply. **The duly signed invoices should be submitted in Triplicate with pre-receipted revenue stamp (Revenue Stamp required for all invoices of more than Rs. 5,000.00).** Our purchase order number must be quoted on your Invoice. Overwriting/Cuttings should be avoided on invoices. Submitting wrong invoices or invoices without revenue stamps might result in delay of payments.
4. **Taxes:** Payable at the rate indicated in your quotation/Proforma Invoice. Tax Registration number must be mentioned on your invoice. If items supplied after the expiry of the delivery period have been accepted by the indenter and tax rates have increased on such items then such increase will not be paid by us.
5. **Installation Prerequisites:** Pre-installation requisites (electrical/floor/space/air-conditioning etc.), if any, should be mentioned clearly. Installation/ Training (if required) will be the full responsibility of the supplier. After supply we will not be responsible for delays in release of payments on account of non-installation of the item for want of any essential installation prerequisite needed from our end. Please coordinate with the user/user department for deciding training/ installation schedule. Operation Manual is to be supplied along with the equipment wherever applicable.
6. **Liquidated Damages:** Timely supply is the essence of the purchase order as our requirements are connected with time targeted research work. Non compliance with the delivery schedule will leave the Director CCMB at liberty not to accept the delivery either in part or in full or cancel the purchase order and, to claim the liquidated damages at the rate of 1% per week subject to the maximum of 10% per cent of the total value of the purchase order and such money will be deducted from any money due or which may become due to the supplier in future.
7. **Documents:** A set of following documents should reach us along with the consignment.

(a) Invoice (Pre-receipted) & Delivery Challans 3 Copies each	(c) Test/Inspection Certificate (For equipments)	2 Copies
(b) Packing List	(d) Copy of our Purchase Order	1 Copy

8. **Guarantee/Warranty:** Continuous uninterrupted 12 months from the date of installation / commissioning. You shall warrant that everything furnished hereunder shall be free from all defects and faults in materials, workmanship and it is in full conformity with the specifications and drawings(if any) in our order. Certificate to be provided should be valid for a minimum period of one year from the date of installation/commissioning of goods. If the goods are found to be defective subsequently, they have to be replaced /rectified at the cost of the suppliers within 15 days from the date of receipt of written communication from us. If there is any delay in replacement/rectification the guarantee period will be deemed to have extended correspondingly. All damaged/ rejected goods are to be returned at your cost and risk. For items with expiry date, we may reject those whose more than half life has already expired.
9. **Short Shipment:** If any short-shipment etc. is noticed, the same will have to be arranged immediately with all charges to this effect to be borne by supplier/dealer.
10. **Service Default:** Firms supplying on Annual Rate Contract basis must note that their performance as regards to the delivery period and quality of the items supplied by them will be a deciding factor for future Rate Contracts with the CCMB. Partial/Late supplies must be avoided.
11. **Problems & Disputes:** In case of any problem you may approach/write to the SO(S&P) Stores / SO(S&P) Purchase or SPO or Director in that order only. All disputes are subject to exclusive jurisdiction of Competent Court and Forum in Hyderabad, India only.

