



केन्द्रीय औषधीय एवं सगंध पौधा संस्थान, लखनऊ  
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद)  
पोस्ट आफिस, सीमैप, लखनऊ

**CENTRAL INSTITUTE OF MEDICINAL & AROMATIC PLANTS**  
(Council of Scientific & Industrial Research)  
P.O. CIMAP Campus, Lucknow-226015

**Speed Post**

No-42/CSC/2012/Stores

Dated 04.03.13

To

M/S

List as attached.

**NOTICE INVITING TENDER**

Sub: **Sale of Essential Oils produced by CIMAP.**

I am to inform you that the **Central Institute of Medicinal and Aromatic Plants (CIMAP) is a national laboratory** of Council of Scientific & Industrial Research (CSIR), under Department of Scientific & Industrial Research (DSIR), Govt of India engaged in R&D activities.

CIMAP, Lucknow is interested in selling **Essential oil as per list attached** produced by the CIMAP Lucknow & its Research centres Pantnagar, Hyderabad and bangalore. The list of oils which is available for sale along with terms & condition are attached with letter.

**(Vikash C Mishra )**  
**Section officer (S & P)**  
Tel/Fax-0522-2718613

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Director - 0522-2718505 FAX 0522-342666/ COA 0522-2718641 – FAX 0522 2718639  
TeleFax : 0522 2357136/ AO : 0522 2359623 / COSP - 0522-2718613, FAX : 0522-2718613/  
COFA 0522-2718610 ::::: E-mail : [spo@cimap.res.in](mailto:spo@cimap.res.in) / Website : [www.cimap.res.in](http://www.cimap.res.in)

The interested firms may quote their rates as per terms and conditions as under:-

**TERMS AND CONDITIONS :**

1. Sealed quotation with your offer for the purchase of Essential Oils may be submitted to the **DIRECTOR CIMAP LUCKNOW**. The quantities mentioned above are likely to increase or decrease.
2. Sealed cover should be clearly superscribed “**QUOTATION FOR PURCHASE OF Essential Oil ( Organic Oil / Inorganic Oil )**” in capital letters with Date of opening of tenders.
3. Rates quoted shall be ex-stock **CIMAP Lucknow, Pantnagar, Hyderabad , bangalore**; packing, forwarding, freight, insurance and trade Tax/Surcharge etc as applicable will be extra.
4. The last date for receipt of quotation at **CIMAP, LUCKNOW** is up to **5.00PM on 19.03.2013**. The quotations will be opened on **20.03.2013** at **11.00AM** at CIMAP, Lucknow in the presence of bidders, if any.
5. Quotations must be Accompanied by earnest Money Deposit (EMD) for equal to 10% amount of the quoted cost to be deposited through demand draft in favour of **DIRECTOR, CIMAP**, Payable at SBI LUCKNOW.
6. Institute will not be held responsible for postal delays etc, and tenders received after the due date and time will not be considered at all.
7. The party whose offer is accepted for Essential Oil shall be responsible to lift the material by arranging their own transport from as mentioned in the the list of availability. The Essential Oil may be collected on receipt of payment within 31 days after the dispatch of Performa Invoice.
8. Payment of the material is required to be made by approved/accepted supplier in the shape of DD only in favor “**Director , CIMAP, Lko**” payable at Lucknow(UP).
9. Withdrawal of quotations after submission/acceptance or failure to lift the material within 31 days will attract termination offer as well as forfeiture of EMD so deposited.
10. Goods once sold will not be taken back under any circumstances. Our responsibility ceases, as soon as the goods are sold from CIMAP premises.
11. Decision of Director, CIMAP shall be final. Director CIMAP may accept or reject any or all the tenders in part to Toto without assigning any reason thereof. The quotation by E-mail will not be accepted.
12. The bidders quoting the highest amount for each oil shall be placed the order .

**(Vikash C Mishra )**  
**Section office (S & P)**  
Tel/Fax-0522-2718613

**Annexure "A"**

<b>Sl no</b>	<b>Name of oils</b>	<b>Quantity</b>	<b>Centre</b>
<b>01</b>	Citronella Oil	20.15 Kgs	CRC Banglore
<b>02</b>	E. Citriodora Oil	32.80 kgs	
<b>03</b>	Lemongrass Oil	95.53 kgs	
<b>04</b>	Palmarosa Oil	5.20 kgs	
<b>05</b>	Lemongrass Oil	63.00 Kgs	CRC Hyderabad
<b>06</b>	E. Citridora Oil	61.00 kgs	
<b>07</b>	Citronella Oil	17.00 kgs	
<b>08</b>	Ocimum Oil	06 kgs	
<b>09</b>	Menthol Mint	1055.00 kgs	CRC Pantnagar
<b>10</b>	Peppermint	30.00 kgs	
<b>11</b>	Spearmint	120.00 kgs	
<b>12</b>	Bergamot mint	34.00 kgs	
<b>13</b>	Palmarosa	135.00 kg	
<b>14</b>	Citronella	151.00 kg	
<b>15</b>	Lemongrass	385.00 Kg	
<b>16</b>	Geranium	05.00 kg	
<b>17</b>	Citronella Java Oil	4.98 Kg	Farm CIMAP
<b>18</b>	Clarysage Oil	1.373 Kg	
<b>19</b>	Geranium Oil	9.02 Kg	
<b>20</b>	LemonGrass Oil	36.35 Kg	
<b>21</b>	Lemon Grass Organic	8.73 kg	
<b>22</b>	Mentha Arvensis	27.39 Kg	
<b>23</b>	Mentha Piperita	2.42 kg	