



कृषि एवं किसान कल्याण मंत्रालय (कृषि अनुसंधान एवं शिक्षा विभाग), भारत सरकार
भाकृअनुप - केन्द्रीय तटीय कृषि अनुसंधान संस्थान

भारतीय कृषि अनुसंधान परिषद
एला, ओल्ड गोवा - 403 402 (भारत)

Ministry of Agriculture and Farmers Welfare (Department of Agricultural Research and Education), GOVERNMENT OF INDIA

ICAR- CENTRAL COASTAL AGRICULTURAL RESEARCH INSTITUTE

Indian Council of Agricultural Research

Ela, Old Goa - 403 402 (INDIA)



STANDARD BIDDING DOCUMENT FOR FEED INGREDIENTS

Tender Enquiry No. 3(2)/Feeds/2018-19-Stores

Dated: 06.08.2018

(Last Date for Submission of Quotation: 29/08/2018)

To,

Sir,

We have a requirement of cattle feed and other feed ingredients required to maintain Livestock at this Institute, tender for which will be opened at 3.00 pm on **30/08/2018** and you are invited to submit your most competitive quotation for the same. All the relevant details are given below.

A: GENERAL GUIDELINES

- i. Description of the items required and the required quantity:
As enclosed in Annexure- 1
- ii. **Terms of delivery:**
Delivery (Wherever required) at site, viz. ICAR - Central Coastal Agricultural Research Institute, Ela, Old Goa - 403 402.
- iii. **Earnest money/ Bid security:** The tenderer has to deposit earnest money of **Rs. 30,000/- (Rupees Thirty Thousand Only) in the form of D.D. only in favour of ICAR Unit, CCARI, payable at Old Goa, No quotation shall be considered without the earnest money**. The tenderer has to enclose pre receipt for refund of earnest money/Bid security, so that earnest money / Bid security can be refunded to unsuccessful tenderers immediately on finalizing the tender/ contract. The EMD amount of the successful tenderer will be kept as performance security till the currency of the contract.
- iv. **Delivery period for Feed:** Within 20 days from the date of the purchaser's signing the Supply Order.

- v. **Price structure:**
- a) The Tenderer shall quote for the complete requirement of goods & services and for the full quantity as in the list of requirements in Annexure – I, unless specified otherwise in Annexure-I.
 - b) Tenderers are, however, free not to quote for all the items mentioned in the List of Requirements.
 - c) The rates and prices quoted shall be in Indian rupees only.
 - d) Applicable duties, taxes and levies shall be quoted separately in Annexure I.
 - e) The rates and prices quoted by the supplier shall remain firm and fixed during the period of contract of the supply and shall not be subject to variation on any account, whatsoever, including statutory variations, if any.
- vi. **Receipt of goods & Terms of payment:**
1. **Payment term for supply of goods:**
Immediately on receiving the goods at site, the purchaser will verify the quantities of the items supplied as specified in the delivery challan of the supplier and also check for any superficial damage etc. in the goods so supplied and sign the receipt/ delivery challan, accordingly.
The supplier will then send its invoice along with the delivery challan duly signed by the purchaser and other accompanying documents to the paying authority for payment.
The paying authority will release the full payment to the supplier as due in terms of the contract, within 20 working days of receipt of supplier's invoice and other accompanying documents provided the same are in order.
- vii. **Paying authority:**
The Director, ICAR-Central Coastal Agricultural Research Institute, Old Goa.
- viii. **Liquidated damage clause:**
If any time during the performance of the contract, the supplier encounters conditions hindering timely delivery of the goods, the supplier shall promptly inform the purchaser in writing the fact of the delay and the likely duration of the same. After receipt of supplier's communication, the purchaser shall decide as to whether to cancel the contract for the un-supplied portion after the existing delivery period, or to extend the delivery period by issuing an amendment to the supply order. If the supplier fails to deliver the goods and/or perform the services within the contractual delivery period for reasons other than circumstances beyond supplier's control (which will be determined by the purchaser), the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the delivered price of the delayed goods or unperformed services for each week of delay or part thereof until actual delivery or performance. The maximum limit of such deduction will, however, be 10% (ten per cent) of the contract price of the delayed goods or services.
Further, during such delayed period of supply and/or performance, the supplier shall not be entitled to any increase in price and cost, whatsoever, on any ground. However, the purchaser shall be entitled to the benefit of any decrease in price and cost of any ground, whatsoever, of the goods & services, supplied during the period of delay.
The purchaser's letter (to the supplier, with copies endorsed to others concerned) extending the delivery period will be subject to the above conditions.

ix. **Quality of the Feed Ingredients clause:**

Since the feed is an essential and basic necessity for any livestock, the quality standards of the feed should be strictly maintained and also the quality standards mentioned in the list of requirements in Annexure – 1 should be strictly adhered to. Any lapse in the quality standards, intentional or unintentional, may lead to termination of the contract and the EMD amount will be forfeited.

x. **Dispute resolution mechanism:**

If any dispute or difference arises between the purchaser and the supplier relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions. However, if the parties fail to resolve the dispute or difference by such mutual discussion within 30 days, either the purchaser or the supplier may give notice to the other party of its intention to refer the same to arbitration. The arbitration shall commence thereafter. The arbitration shall be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect will be as per the Indian Arbitration and Conciliation Act, 1996. The venue of the arbitration shall be the place from where the contract is issued

B: You are required to fulfill the following conditions and furnish the details as indicated in subsequent paragraphs.

- a) **Documents Required:** Registration Certificate for supply of Animals Feeds, certified copy of GST, certified copy of PAN.
- b) Rate quoted shall be valid for **One Year.**
- c) Changes in the rate during the period will **not** be accepted.
- d) Please indicate if you are currently registered with any Govt. organization and if registered, furnish all relevant details.
- e) Please state whether business dealings with you presently stand banned by any Government organization and, if so, furnish relevant details.
- f) A supplier shall not submit more than one quotation for the same set of goods
- g) The supplier shall at all times indemnify the purchaser, at no cost to the purchaser, against all third party claims of infringement of patent, trademark or industrial design rights arising from the use of the goods or any part thereof, with respect to the goods quoted by the supplier in its offer.
- h) The quotation(s) as well as the contract shall be written in English language. All correspondence and other documents pertaining to the quotation(s) and the contract, which the parties exchange, shall also be written in English. The quotation and all correspondence and documents relating to the quotation exchanged between the bidder and the purchaser may also be written in Hindi language provided that the same is accompanied by an English translation, in which case, for the purpose of interpretation of the quotation, the English translation shall govern.
- i) The contract shall be governed by the laws in India and interpreted in accordance with such laws.
- j) **The quotation/ offer shall remain valid for acceptance for a period of not less than 90 days after the specified date of opening the bids.**

C: The quotation shall be sealed in an envelope. The envelope shall be addressed to the purchaser and it should also bear the tender enquiry no. and the words '**TENDER FOR FEEDS and DO NOT OPEN BEFORE 30/08/2018** (*the date of opening of the tender). This envelope should then be put inside another envelope, which will also be duly sealed. The outer envelope will bear the full address of the purchaser. The supplier may, at its choice, send the tender by regd. post or by speed post. Alternatively,

the supplier may also hand deliver the tender to the purchaser in which case the purchaser shall give the supplier a receipt, indicating the time & date of receipt of the tender.


D: The tenders, which are received late by the purchaser will be ignored. Further, the purchaser does not accept any liability and responsibility for the tenders in case the same are not properly sealed & marked and /or sent as above.

E: The tenders, which are received on time (as per Para C above), will be opened at purchaser's Office at 15.00 hours on 30/08/2017. The purchaser will open the tenders in the presence of the tenderer's duly authorized representatives, who choose to attend the tender opening.

F: The purchaser will evaluate and compare the quotations which are substantially responsive i.e. which are properly prepared & signed and meet the required terms, conditions, specifications etc. The purchaser will award the contract to the supplier whose quotation will be determined to be responsive and offering the best evaluated price.

G: Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation or annul the tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenderers.

H: Please submit your quotation accordingly. You shall sign all the pages of your quotation. Your price quotation may be furnished in the format enclosed as Annexure – 2.


Signature of the purchaser
Name: ASST. ADMINISTRATIVE OFFICER
Address: ICAR CCARI, Old Goa
Telephone No.: 0832-2284678
0832-2284679
Fax No. : 0832 2285649

Encl: Annexure 1, 2

LIST OF REQUIREMENTS

S. No.	Feed Ingredient	Quality measure to ensure quality standards	Price per TON (per 1000 Kg) (In Rupees)
1.	Maize ground	1. As per BIS standards, the material should be fine quality without fungal growth and free from stones and any pesticides 2. Moisture should be ranged from 10-12% 3. Crude protein ranged from 18-22% 4. Crude fat should be 2-4% 5. Crude fiber should be 10-15% 6. The packing material/bag should clearly be labelled with name and type of feed, manufacture address, net quantity when packed, batch/code number, date of manufacture 7. BIS/ISI/ISO/GMP certification mark if available	
2.	Maize fine powder		
3.	Rice polish		
4.	Ground nut cake		
5.	Cotton seed cake		
6.	Layer mash		
7.	Grower mash		
8.	Chick mash		
9.	Soya bean meal		
10.	Calf ration		
11.	Wheat bran		
12.	Black channa (Bengal gram)		
13.	Mineral mixture	<ul style="list-style-type: none"> • The packing material/bag should clearly be labelled with name and type of feed, manufacture address, net quantity when packed, batch/code number, date of manufacture • Nutritional values of mineral mix should contain all essential minerals and vitamins • BIS/ISO/GMP certification marks 	
14.	Mineral blocks		
15.	Minced grinded chicken offal with head and leg parts	Offal should be fresh without contaminants and other non-edible materials	
16.	Lime stone		
17.	Kadaba kutti	Free from fungal growth, stones, soil and other adulterants and sufficiently dry (moisture range from 2-4%)	
18.	Di-calcium phosphate		
19.	Salt	The packing material/bag should clearly be labelled with name and type of feed, manufacture address, net quantity when packed, batch/code number, date of manufacture	
20.	High Energy Pellet Feed		
21.	Yellow maize seed for hydroponic fodder		
22.	Fertility Mineral Licks		
23.	Universal Mineral Licks		

Note- All the feed ingredients should be mould free and less than 5% moisture.

FORMAT OF PRICE QUOTATION

S.No.	Description of goods & allied services	Specification	Accounting unit	Qty	Quoted unit price in Rs.		Total amount in Rs.	GST Rate as Applicable
					In figures	In words		

Grand total Cost Rs. _____

We agree to supply the above goods & allied services. We confirm that the same will meet the description, specification and other technical details as required in the tender enquiry.

We confirm that we agree to all other terms & conditions of your tender enquiry including the terms of delivery, period of delivery and warranty provision.

We have furnished all the information, as required in the tender enquiry and attached the relevant documents.

(In case of tenderer desires to put some additional /modified stipulations. Terms & conditions etc. the same may be clearly indicated)

We confirm that our offer will remain valid for acceptance for _____ days after the date of opening of tenders.

.....

(Signature, name and designation of the authorized executive of the tendering firm)
For and on behalf of

.....

(Name and address of the tendering firm)

.....
.....
.....

(Seal of the tendering firm)

Date :
Place :