

कृषि 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 (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 DOCUMENTS FOR LOW VALUE PURCHASE**

Tender Enquiry No. 3(2)/Feeds/2017-18-Stores

Dated: 06.10.2017

**(Last Date Extended for Submission of Quotation: 16/10/2017)**

To,

Dear Sir,

We have a requirement of the goods & services as indicated below, tender for which will be opened at 3.00 pm hrs on **16/10/2017** and you are invited to submit your most competitive quotation for the same. All the relevant details are given below.

i) Description of the work required and the required quantity:

As enclosed in Annexure- 1

ii) Guiding specification and other technical details:

As enclosed in Annexure - 2

iii) Terms of delivery:

Delivery and installation/ commission (Wherever required) at site, viz. ICAR-Central Coastal Agricultural Research Institute, Ela, Old Goa - 403 402.

- a) **Earnest money/ Bid security:** The tenderer has to deposit earnest money worth **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 bid security)** along with his tender. 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 tenderer immediately on finalizing the tender/ contract.
- b) **Security money/ Performance security:** The successful tenderer whose rates are approved for supply of stores, has to deposit security money/Performance security @ 10% of total cost/ contract value. Earnest money/Bid security and/or security money / Performance security should be deposited in the form of cash deposit, demand draft or Bank guarantee. Exemption is not allowed in any firm / contractor even registered with DGS & D, NSIC, CPWD etc.

Contd..2/-

iv) Delivery period for goods

Within 20 days from the date of the purchaser's signing the Supply Order.

v) Erection/installation and commissioning (if required, depending on the goods ordered) are to be completed within 15 days of delivery of the goods at site.

vi) Terms of Inspection by the purchaser's representative

vii) Training of purchase's operator(s) for operating the goods ordered, as and if necessary \_\_\_\_\_operator(s) is/are to be trained for a period of \_\_\_\_\_ weeks at purchase's premises/supplier's premises for successfully operating the goods purchased. The training shall be completed by \_\_\_\_\_

viii) Price structure:

a) The Tenderer shall quote for the complete requirement of goods & services and for the full quantity as shown against a serial number in the list of requirements in Annexure – I. Unless otherwise specified in Annexure-I, the

b) Tenderers are, however, free not to quote against all the serial numbers mentioned in the List of Requirements (in case there are more than one serial number in the List of Requirements).

c) The rates and prices quoted shall be in Indian rupees only.

d) All duties, taxes and levies payable by the supplier shall be included in the quoted price.

e) The rates and prices quoted by the supplier shall remain firm and fixed during the currency of the supply and shall not be subject to variation on any account, whatsoever, including statutory variations, if any.

ix) Receipt of goods & Terms of payment:

1. Payment term for supply of goods including erection/installation and commissioning (as and if applicable):-

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 issue a provisional receipt, accordingly. If the goods supplied do not require erection/installation and commissioning at site, the purchaser, within three working days of issue of the provisional receipt, will issue acceptance certificate (of the goods ) to the supplier, provided the goods supplied are acceptable in terms of the contract. However, if the goods supplied also need erection/installation and commissioning, the purchaser will issue acceptance certificate within two working days, after successful erection/installation and commissioning. The supplier will then send its invoice along with the purchaser's acceptance certificate 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 seven working days of receipt of supplier's invoice, purchaser's receipt certificate and other accompanying documents provided the same are in order.

Contd..3/-