



कृषि मंत्रालय (कृषि अनुसंधान एवं शिक्षा विभाग), भारत सरकार

An ISO 9001:2008 Certified Institute

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)

F.No. 4(19)/Advt/2014/works

Date : 13.12.2016

**INVITING QUOTATIONS FOR MAINTENANCE AND SERVICING OF
MANDOVI, ZUARI & CHAPORA TRAINING HOSTEL (FARMERS HOSTEL) AT
KVK, ICAR – CENTRAL COASTAL AGRICULTURAL RESEARCH INSTITUTE
(CCARI), ELA, OLD GOA**

Quotations for maintenance and servicing of Mandovi Guest House, at ICAR- Central Coastal Agricultural Research Institute (CCARI), Ela, Old Goa, Zuari Guest House and Chapora Training Hostel (Farmers Hostel) at KVK Office area are invited by the Director, ICAR ó CCARI Ela, Old Goa

Details of the above quotation such as tender form and terms and conditions may be downloaded from Institute website www.ccari.res.in. Tenders shall be dropped in the **Tender Box** kept at this Institute up to 15.00 hours on 05.01.2017 and will be opened on the 07.01.2017 at 15.30 hours.

Administrative Officer

Copy to:-

1. All Notice Board (Institute, Dairy unit, Farm Office & KVK)
2. Canara Bank,
3. SBI Notice Board
4. Panchayat Union Office, Old Goa
5. Post Office Old Goa Notice Board
6. ICAR Web site.



F.No.4(144)/CON-GH/2016-17-works

Date:13.12.2016

To,

Sub: Inviting quotation for Maintenance and Servicing of Mandovi, Zuari Guest house & Chapora Training hostel (Farmers Hostel) at KVK, ICAR – Central Coastal Agricultural Research Institute (CCARI), Ela, Old Goa – reg

Sir,

The sealed quotations for Maintenance and Servicing of Mandovi, Zuari Guest house & Farmers hostel at KVK Campus, ICAR - CCARI, Ela, Old Goa as per the details mentioned below, are invited by the Director, ICAR CCARI, Ela, Old Goa from the contractors/parties, who have experienced/interested person to undertake such works at this institute so as to reach this office on or before **05.01.2017 upto 3.00 p.m.** The sealed cover containing the quotation should be superscribed as “ **Quotation for “Maintenance and Servicing of Mandovi, Zuari Guest house & Chapora Training hostel at KVK, ICAR - CCARI, Ela, Old Goa due on 05.01.2017 vide reference No.4(144)/CON-GH/2016-17works”.**

The details of the Zuari Guest House in the KVK Campus

1. The guest house has 4 A/C rooms (One VVIP and 3 VIP rooms) with attached bathroom, latrine and balcony.
2. Visitors Room
3. Library
4. Verandah
5. One common latrine and bathroom
6. Garden on all sides of the guest house
7. Dining room, Kitchen room etc.
8. The garden all round the Zuari Guest house has to be maintained.

The details of the Chapora Training Hostel in the KVK Campus.

1. The Farmers hostel has four non AC rooms with 4 beds each and 2 common bathrooms & toilets.
2. One A/C VIP room with seating room and attached washroom.
3. Dining hall, Kitchen room & Store room.
4. Three balconies all around the farmers hostel.
5. Surrounding area of the farmers hostel, have to be kept clean.

The details of the Mandovi Guest house

1. The Guest house has 12 A/C rooms with attached bathroom, latrine.
2. Verandah
3. Two common latrines and bathroom
4. Two rooms for Guest house caretakers
5. Garden on all sides of the Guest House
6. Kitchen & Dining Room etc.
7. Cleaning and maintenance of surrounding areas of Guest house

NB: The rate to be quoted in lump sum for one month for entire service and work.

P.T.O

Terms and conditions:

1. The rate to be quoted in lump sum for one month for the three guest houses.
2. The quotation should be dropped in the Quotation Box kept for the purpose at this Institute on or before **3.00. P.M. on 05.01.2017.**
3. The quotation will be opened by the Committee constituted for the purpose at ICAR - CCARI at **3.30 P.M. on 07.01.2017. The tenderers or their representatives can attend the meeting.**
4. The entire portion of the Guest House, Hostel, Toilets, Bathrooms and all the furniture and fittings in the rooms should be cleaned and maintained properly and regularly.
5. The materials for sanitation like brooms, brushes, moping materials, floor cleaning liquids, phenyl, naphthalene balls, air refresher etc. are to be bought by the contractor and used by the contractor for the said work of guest house.
6. The surrounding area of the Guest Houses are to be cleaned and kept tidy.
7. The visiting guests should be received in a respected manner and the rooms provided to them as per the direction/allotment made by the Director/ Guest house co-ordinator.
8. An inward and outward register provided by this office should be maintained and the charges of Guest House should be collected from guests after issuing necessary receipts provided by this office.
9. The Bed sheets and Pillow covers etc. should be washed regularly and provide to the guests.
10. The Guests should be provided Tea, Coffee, Breakfast, lunch and Dinner as per their requirement for which the rate will be fixed by this office in consultation with the Contractor.
11. The contractor can use the available vessels and utensils in the 3 Guest Houses.
12. The rate quoted should be inclusive of taxes.
13. The expenditure for preparing and providing food to the Guests will be met by the Contractor and the food charges will be collected by the contractor from time to time before the Guest vacates the guest house.
14. The Caretaker/Caretakers will be provided a room in the Guest House for their stay.
15. The Guest House will be **24 hours** open
16. The contract will be initially for a period of 12 months from the date of awarding the contract. The tender may be extended at the same rate if agreed by both the parties.
17. Successful tenderers have to deposit Security Money of **Rs.60,000/- (Rupees Sixty Thousand only)** which will be treated as guarantee for successful performance of the service and works. The Security money will be released after completion of the contract.
18. The monthly payment will be made **by e-payment** to the Contractor/party after completion of each month and on production of pre-receipt bill.
19. Any complaint by the Guests and any misappropriation/misutilization etc. by the Contractor or his workers will be viewed seriously and the contract will be terminated without any notice and the Security Money deposited by the contractor will be forfeited and treated as the receipt of ICAR.
20. The cost of loss of any item or damage to the property of ICAR will be borne by the Contractor and also the Contractor should ensure that all items are in order before the visitor leaves the premises.
21. No person below the age of 18 (eighteen) years shall be employed at the work.
22. Smoking and drinking within the entire area of the Guest Houses and the Institute campus is prohibited. Violators of this rule shall be discharged immediately.
23. **The quotation should be signed by the Contractor/Party with name, full address and telephone No. if any and the quotation received without the same will not be considered.**

24. An amount of Rs 10,000/- should be paid in the form of DD drawn in favour of “ICAR Unit, ICAR Research Complex” for Goa on any bank at old Goa/Panaji alongwith quotation as EMD.
25. The Contractor should also submit copy of address proof (Permanent & temporary) duly attested by Gazetted Officer alongwith the quotation and without the same the quotation will not be considered.
26. Once the quotation is finalized, the selected Contractor will be intimated about the same.
The non - residential contractor should submit a Police Verification certificate obtained from nearest Police Station alongwith the acceptance of the contract. Without the same, the contract will not be awarded and the same will be cancelled.
27. After awarding the contract, the contractor should also furnish a copy of address proof (Permanent Home town address and Local address) alongwith Photo Identity duly attested by Gazetted Officer, alongwith Police Verification Certificate of any non - residential workers engaged by the contractor within 30 days of the issue of work order or the engagement of worker, whichever is earlier. On non production of Police verification certificate, the work order will stand automatically cancelled.
28. A copy of PAN Card of Contractor should be enclosed along with the quotation and without the same, the quotation will be not be entertained and will be rejected.
29. An agreement on Non Judicial Stamp Paper of Rs 100/- may be furnished within 15 days of the issue of work order.
30. For any clarification the undersigned may be contacted.
31. All statutory liabilities in respect of workers engaged by the contractor will be borne by the Contractor.
32. The right to accept or reject any or all quotations without assigning any reason is reserved by the Director, ICAR - CCARI, Ela, Old Goa.
33. The Contractors interested to participate the tender process may come for seeing the facilities at the 3 Guest Houses latest by 20.12.2016 before 4 pm with prior intimation to the undersigned.

Administrative Officer

