



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/4992731
Dated/दिनांक : 29-05-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	13-06-2024 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	13-06-2024 16:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Agriculture And Farmers Welfare
Department Name/विभाग का नाम	Department Of Agricultural Research And Education (dare)
Organisation Name/संगठन का नाम	Indian Council Of Agricultural Research (icar)
Office Name/कार्यालय का नाम	Icar-central Institute Of Freshwater Aquaculture, Bhubaneswar
Item Category/मद केटेगरी	Advertisement Service - Newspaper - Tender Notices Advertisement; Any inside page of main page; Times of India; English; All editions; Black and White; DAVP Rates , Advertisement Service - Newspaper - Tender Notices Advertisement; Any inside page of main page; Indian Express; English; All editions; Black and White; DAVP Rates , Advertisement Service - Newspaper - Tender Notices Advertisement; Any inside page of main page; Hindustan Times; English; All editions; Black and White; DAVP Rates , Advertisement Service - Newspaper - Tender Notices Advertisement; Any inside page of main page; The Sambad; Odiya; All editions; Black and White; DAVP Rates , Advertisement Service - Newspaper - Tender Notices Advertisement; Any inside page of main page; The Samaj; Odiya; All editions; Black and White; DAVP Rates , Advertisement Service - Newspaper - Tender Notices Advertisement; Any inside page of main page; Sanmarg; Hindi; Bhubaneswar Kolkata Patna Ranchi; Black and White; DAVP Rates
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	9 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)

Bid Details/बिड विवरण	
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	510000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	5000

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	14

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं।

एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

AAO

Icar-central Institute Of Freshwater Aquaculture, Bhubaneswar, Department of Agricultural Research and Education (DARE), Indian Council of Agricultural Research (ICAR), Ministry of Agriculture and Farmers Welfare (Birabar Amanta)

Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
 2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
 3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
 4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
 5. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
- [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

6. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

7. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

Advertisement Service - Newspaper - Tender Notices Advertisement; Any Inside Page Of Main Page; Times Of India; English; All Editions; Black And White; DAVP Rates (8)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Advertisement	Tender Notices Advertisement
Advertisement Position	Any inside page of main page
Names of Newspaper	Times of India
Language	English
Edition	All editions
Colour	Black and White , Coloured
Rate offering	DAVP Rates
Addon(s)/एडऑन	
Additional Details/अतिरिक्त विवरण	
Tentative Range of Delivery date/Specific date for advertisement	7

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Advertisement size in sq cm/Number of words in case of classified text type ad	Additional Requirement/अतिरिक्त आवश्यकता
1	Birabar Amanta	751002,KAUSALYAGANGA, BHUBANESWAR	8	<ul style="list-style-type: none"> Number of days for which advertisement is required : 5

Advertisement Service - Newspaper - Tender Notices Advertisement; Any Inside Page Of Main Page; Indian Express; English; All Editions; Black And White; DAVP Rates (8)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Advertisement	Tender Notices Advertisement
Advertisement Position	Any inside page of main page
Names of Newspaper	Indian Express
Language	English
Edition	All editions
Colour	Black and White
Rate offering	DAVP Rates
Addon(s)/एडऑन	
Additional Details/अतिरिक्त विवरण	
Tentative Range of Delivery date/Specific date for advertisement	7

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Advertisement size in sq cm/Number of words in case of classified text type ad	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Advertisement size in sq cm/Number of words in case of classified text type ad	Additional Requirement/अतिरिक्त आवश्यकता
1	Birabar Amanta	751002,KAUSALYAGANGA, BHUBANESWAR	8	<ul style="list-style-type: none"> Number of days for which advertisement is required : 5

Advertisement Service - Newspaper - Tender Notices Advertisement; Any Inside Page Of Main Page; Hindustan Times; English; All Editions; Black And White; DAVP Rates (8)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Advertisement	Tender Notices Advertisement
Advertisement Position	Any inside page of main page
Names of Newspaper	Hindustan Times
Language	English
Edition	All editions
Colour	Black and White
Rate offering	DAVP Rates
Addon(s)/एडऑन	
Additional Details/अतिरिक्त विवरण	
Tentative Range of Delivery date/Specific date for advertisement	7

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Advertisement size in sq cm/Number of words in case of classified text type ad	Additional Requirement/अतिरिक्त आवश्यकता
1	Birabar Amanta	751002,KAUSALYAGANGA, BHUBANESWAR	8	<ul style="list-style-type: none"> Number of days for which advertisement is required : 5

Advertisement Service - Newspaper - Tender Notices Advertisement; Any Inside Page Of Main Page; The Sambad; Odiya; All Editions; Black And White; DAVP Rates (8)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Advertisement	Tender Notices Advertisement
Advertisement Position	Any inside page of main page
Names of Newspaper	The Sambad
Language	Odiya
Edition	All editions
Colour	Black and White
Rate offering	DAVP Rates
Addon(s)/एडऑन	
Additional Details/अतिरिक्त विवरण	
Tentative Range of Delivery date/Specific date for advertisement	7

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Advertisement size in sq cm/Number of words in case of classified text type ad	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Advertisement size in sq cm/Number of words in case of classified text type ad	Additional Requirement/अतिरिक्त आवश्यकता
1	Birabar Amanta	751002,KAUSALYAGANGA, BHUBANESWAR	8	<ul style="list-style-type: none"> Number of days for which advertisement is required : 5

Advertisement Service - Newspaper - Tender Notices Advertisement; Any Inside Page Of Main Page; The Samaj; Odiya; All Editions; Black And White; DAVP Rates (8)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Advertisement	Tender Notices Advertisement
Advertisement Position	Any inside page of main page
Names of Newspaper	The Samaj
Language	Odiya
Edition	All editions
Colour	Black and White
Rate offering	DAVP Rates
Addon(s)/एडऑन	
Additional Details/अतिरिक्त विवरण	
Tentative Range of Delivery date/Specific date for advertisement	7

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Advertisement size in sq cm/Number of words in case of classified text type ad	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Advertisement size in sq cm/Number of words in case of classified text type ad	Additional Requirement/अतिरिक्त आवश्यकता
1	Birabar Amanta	751002,KAUSALYAGANGA, BHUBANESWAR	8	<ul style="list-style-type: none"> Number of days for which advertisement is required : 5

Advertisement Service - Newspaper - Tender Notices Advertisement; Any Inside Page Of Main Page; Sanmarg; Hindi; Bhubaneswar Kolkata Patna Ranchi; Black And White; DAVP Rates (8)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Advertisement	Tender Notices Advertisement
Advertisement Position	Any inside page of main page
Names of Newspaper	Sanmarg
Language	Hindi
Edition	Bhubaneswar Kolkata Patna Ranchi
Colour	Black and White
Rate offering	DAVP Rates
Addon(s)/एडऑन	
Additional Details/अतिरिक्त विवरण	
Tentative Range of Delivery date/Specific date for advertisement	7

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Advertisement size in sq cm/Number of words in case of classified text type ad	Additional Requirement/अतिरिक्त आवश्यकता
1	Birabar Amanta	751002,KAUSALYAGANGA, BHUBANESWAR	8	<ul style="list-style-type: none"> Number of days for which advertisement is required : 5

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

3. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

4. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

भा.कृ.अनु.प - केन्द्रीय मीठाजल जीव पालन अनुसंधान संस्थान
I. C.A.R. -Central Institute of Freshwater Aquaculture

कौशल्यागंग, भुवनेश्वर-751002, ओडीशा / Kausalyaganga, Bhubaneswar-751002, Odisha

GST No.21AAALC1436G1ZV

INVITATION OF TENDER THROUGH GeM (Government e-Marketplace) FOR HIRING SERVICES OF ADVERTISING AGENCY - INSTRUCTIONS OF TENDERS.

The Director, ICAR-CIFA, Bhubaneswar invites online tenders through GeM Portal from registered firm for entering into Annual Rate Contract for publication of tender/auction notice etc. on DAVP approved Rates at ICAR-CIFA, Kausalyaganaga, Bhubaneswar (Odisha) for a period of one year. ***(Manual bids shall not be entertained.)***

DETAILS OF NEWS PAPRS FOR PUBLICATIONS OF ADVERTISEMENT OF TENDER/AUCTION NOTICE ETC.

Sl. No.	Name of the News Paper	Language	Size
1	The Samaja (All Odisha Edition)	Odia	8X9 Sqm.

2	The Sambad (All Odisha Edition)	Odia	8X9 Sqm.
3	Times of India (All Edition)	English	8X9 Sqm.
4	Hindustan Times (All Edition)	English	8X9 Sqm.
5	Sanmarg (Bhubaneswar,Kolkata,Ptna, Ranchi)	Hindi	8X9 Sqm

Bids has to be submitted through GeM Portal subject to the following Technical Eligibility Criteria and terms & Conditions.

IMPORTANT NOTES:

1. Tender Documents can be downloaded from ICAR-CIFA website www.cifa.nic.on or from Government e-Marketplace (GeM portal). For participating in the bidding process, the bidders should enrol/register themselves on the Gem Portal. Bidders should also process a valid Digital Signature Certificate (DSC) for online submission bids.
2. Earnest Money Deposit - Scanned copy of undertaking in respect of EMD as per (Annexure-II) must be uploaded alongwith technical bid.
3. Bids received o GeM (Government e-Marketplace) only will be considered. Bids in any other form sent through sealed cover/email/pot/fax etc. will be rejected.
4. ICAR-CIFA reserves the right to accept/reject any or all the tender in part/full without assigning any reason thereof.
5. ICAR-CIFA will not be responsible for any delay in enrolment/registration as bidder(s) or submitting /uploading the offer on GeM Portal. Bidder(s) are advised to register themselves on GeM portal and enrol their Digital Certificate and upload their tender well in advance.
6. Any change/corrigendum/extension of opening date shall be issued through GeM portal only; no separate press notification will be issued in respect of this tender. Bidder(s) should frequently visit the GeM Portal for updates.

OTHER RELEVANT DETAILS ARE GIVEN BELOW:

- i. Terms and conditions of Contract (Annexure-I)
- ii. Proforma of Quotation for quoting the rate: As per BOQ through GeM
- iii. Paying Authority: Director, ICAR-CIFA, Kausalyaganga, Bhubaneswar (Odisha).
- iv. Dispute Resolution Mechanism:

If any dispute or difference arises between the purchaser and the firm relating to any matter connected with the contract, the parties shall make every effort to resolve the dispute of difference by mutual discussion within 30 days, either the purchaser or the firm 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 contracts issued.

- a) The contract shall be governed by the laws of India and interpreted in accordance with such laws.
- b) The quotation/offer shall remain valid for acceptance for a period not less than ninety days after the specified date of opening of the offers.
 - v. The tenders, which are received online through GeM will be opened at purchaser office.

- vi. 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, specification etc. The purchaser will award the contract to the firm whose quotation will be determined to be responsive and offering the best evaluated price.
- vii. Notwithstanding the above, the Director, ICAR-CIFA, Kausalyaganga, Bhubaneswar reserves the right to accept or reject any quotation or all the tender in process and reject all quotation 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.
- viii. All disputes are subject to Bhubaneswar Jurisdiction only.
- ix. Conditional tender/offer will not be accepted.

INCHARGE STORE AND PURCHASE

ANEXURE-II

'BID SECURITY DECLARATION'

I _____ accepting that if, I withdraw or modify my bid during period of validity etc. my company/firm may be suspended for the time specified in the Tender documents.

SIGNATURE OF THE BIDDER WITH OFFICIAL SEAL

TERMS & CONDITIONS

1. The documents are essentially required to be attached along with the bid as per Annexure-III.
2. Offline quotations will not be considered at all.
3. The terms and conditions finalized at the time of agreement/contract shall remain unchanged during the effective contract period.
4. Conditional tender/offer will not be accepted.
5. The contract shall ordinarily be awarded to the highest discount offered bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily.
6. Self certificate that the firm has not been blacklisted by any Central Government Department/Ministries/PSUs/Bank etc. should be enclosed.

7. Earnest Money Deposit (EMD)

The bidder should deposit Earnest Money Deposit (EMD) for an amount of Rs.5000/- (Rupees five thousand only) refundable in the form of Insurance Surety Bonds. Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee (including e-Bank Guarantee) from any of the Commercial Banks or payment online in an acceptable form, safeguarding the purchaser's interest in all respect. The bid without EMD shall be rejected and no correspondence will be entertained on this subject.

8. Performance Bank Guarantee:

The successful bidder will have to deposit Performance Security for an amount of five percent (5%) of the value of the contract as specified in bid documents in the form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee (including e-Bank Guarantee) from any of the Commercial Banks or payment online in an acceptable form, safeguarding the purchaser's interest in all respect. The Performance Security (Bank Guarantee) should remain valid for a period of sixty days beyond the date of completion of all contractual obligations by the firm. In case the contract is further extended beyond the initial period, the performance Bank Guarantee will have to be accordingly renewed by the successful bidder.

9. All the taxes and duties whatsoever levied by the Govt. (State or Central) or anybody shall be borne by the contractor/Agency and will be deducted from the contractor's bill(s).
10. In case publication of tender/auction notice etc. do not publish in time in newspaper firm will be responsible for delay and will attract penalty from the bill(s) on pro rata basis @ 25%.
11. A copy of the latest DAVP approved rates and discount offered by the firm should be attached.
12. The Agency must attach proof of successful and satisfactory completion of at least three contracts /works each amounting to at least Rs.3.00 lakhs per annum, during the last three years from the tender opening date. The certificate should be from prominent organizations (Government Organizations/Semi Government/Corporations/PSUs/Bank reputed private firms).
13. Check list for tenderer : Before submission of tender documents, Tenderer(s) should ensure that they have complied with all the requirements as per check list for this tender (Annexure-IV), failing of which the tender will be liable to be rejected.

I/We undertake that documents are genuine/authentic and nothing has been concealed. I/We also certify that the firm has not been debarred by any Government organization. I/We understand that the contract is liable to be cancelled, if found to be having obtained through fraudulent means/concealment of information.

I/We confirm that we agree to all other terms and conditions of our tender enquiry.

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

(In case a tenderer desires to put some additions/modified stipulation terms and conditions etc., the same may be clearly indicated).

We confirm that our offer will remain valid for acceptance for 90 days after the date of opening of tenders.

Terms and Conditions of the Contract-

General - The contract will be initially for a period of one year and is likely to commence from the date of signing of the agreement which may be extended for a further period of one year on the same rates; terms and conditions depending upon the requirement and administrative convenience of Director, ICAR-CIFA. Any further extension can be considered on mutually agreed terms and conditions. The Director, ICAR-CIFA however reserves the right to terminate/curtail the contract any time after giving one month's notice without assigning any reason.

Terms of Payment:

1. No payment shall be made in advance nor any loan from any bank or financial institution recommended on the basis of the order of award of work.
2. Any payments shall be made against the bill duly supported by the paper cutting to be signed by the concerned authorized officer of this office.

Signature of the Authorized Signatory

Name of the firm with complete Address:

Contract No.

(Seal of the tendering firm)

ANNEXURE-III

TECHNICAL BID FOR ENTRING INTO A RATE CONTRACT FOR ADVERTISING AGENCIES

GeM Tender No. _____

Date: _____

Sl. No.	Details of Requirements	Particulars	Page No. of the bid where the copy of concerned documents is attached
1	Name of Firm/Company/Agency		
2	Full Postal Address of the firm/Company/Agency		
3	Owner of the Firm/Company/Agency		
4	Telephone/Mobile Nos.		
5	Firm's Registration No.		
6	GST Registration No.		
7	If firm is exempted from GST a certificate in this regard may kindly be enclosed.		
8	Permanent Account No. (PAN)		
9	Details of bank account of Firm/Company/Agency (Under operation in any nationalized bank for payments through RTGS)		
a)	Name of Bank		
b)	Branch & Branch Code		
c)	Account No.		
d)	IFSC Code		
10	Copy of latest DAVP approved rates list		
11	Experience details (Enclose separately the list of offices/departments/organizations with whom Firm/Company/Agency had/is having contract of similar nature, along with self-certified copies of contract letters.		

12	Complete tender documents have been enclosed, after signature & stamping on All pages.		
13	Scanned copy of under taking in respect of EMD as per Annexure-II		
14	A certificate that the tenderer has clearly mentioned in writing that business dealings with their firms have not been banned by any Govt./Private agency		

Place:
natory

Signature of Authorized Sig

Date:

Name (in full)

Seal

ANNEXURE-IV

CHECK LIST FOR TENDERERS

Before submission of tender documents, Tenderers should check they have complied with the following requirements.

Sl. No.	Requirements to be checked before /submission of the tender	Compiled (Please indicate) Yes/No after complying with Page No.	Mention the Page No. of bid documents
1	Earnest money Deposit declaration has been enclosed as per Annexure-II, if not, then supporting documents proving exemption to this enclosed.		
2	A copy of firm registration has been attached		
3	A copy of Firms GST Registration No. has been attached.		
4	If firm is exempted from GST a certificate in this regard has been attached		
5	A copy of firms PAN No has been attached		

6	Details of bank account of Firm/Company/Agency (Under operation in any nationalized bank, for payment through RTGS etc. has been attached.		
7	A copy of latest DAVP approved ate list has been attached.		
8	Experience details (Enclosed separately the list of offices/departments/organizations with whom Firm/Company/Agency had/is having contract of similar nature, along with self certified copies of contract letters) has been attached.		
9	Proposal has been submitted in two bid systems - Technical Bid & separate Price Bid as per BOQ has been attached .		
10	Complete tender documents have been enclosed, after signature & stamping of All Pages.		
11	A Certificate that the tenderer has clearly mentioned in writing that business dealings with their firms have /not been banned by any Govt./Private Agency.		

SIGNATURE OF TENDERER

5. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

6. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

7. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.
Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---