



भा.कृ.अनु.प - केन्द्रीय मीठाजल जीव पालन अनुसंधान संस्थान
I. C.A.R. -Central Institute of Freshwater Aquaculture
कौशल्यागंग, भुवनेश्वर-751002, ओड़ीशा / Kausalyaganga, Bhubaneswar-751002, Odisha



TENDER ENQUIRY THROUGH (GeM Portal)

Bid Number: GEM/2023/B/3108911

F..ARC/JCB& Tractor/ICAR-CIFA/Stores/2022-23

Date: 10.02.2023

Sub: Tender for ARC for : Providing “JCB, Tractor & Proclain (Chain) at ICAR-CIFA, Kausalyaganga”.

The Director, ICAR-CIFA, Kausalyaganga invites online quotation for Annual Rate Contract (ARC) for providing JCB ,Tractor for providing at ICAR-CIFA TENDER IN TWO BID SYSTEM through e-tendering method from reputed firms with financial/technical capability for above ARC . The information and Schedule of dated are mentioned below:

Tender Number	.NO. ICAR-CIFA/01/ARC/JCB/2022-23
Description of work	Tender for ARC: for : Providing “JCB, Tractor & Proclain (Chain) “ at ICAR-CIFA, Kausalyaganga”.
Type of Tender	Two Bid System
Date of release of Tender through GeM portal	Please refer GeM Bid Documents No.
Bid submission start date online	Please refer GeM Bid Documents No.
Last date and time of Receipt of EMD at ICAR-CIFA, BBSR,	Hard copy of the tender fee and EMD must be submitted before closing date and time.
Last Date & time for submission of online bid	Please refer GeM Bid Documents No.
Date & time for opening of technical bid	Please refer GeM Bid Documents No.
Financial bid to be opened	Will be reflected in the Technical Evaluation Report
Bid Validity	180 days from the date of Technical Bid Opening
Performance Security Deposit	Rs. 20,000/- within 7 days of receipt of Work Order in the form of Demand Draft in favor of ICAR-Unit, ICAR-CIFA, Payable at SBI Kausalyaganga, Bhubaneswar (Code No. SBIN 0008874)/As per GeM Terms & Conditions
EMD Validity	N.A
The Tender document is also available at our web-site	http://www.icar-cifa.nic.in / GeM Portal
Address for communication	The Director, ICAR-CIFA, Kausalyaganga, Bhubaneswar Pin Code- 751 002

DETAILED TENDER DOCUMENT (TWO BID SYSTEM) :

The Director ICAR-CIFA, Kausalyaganga, Bhubaneswar – 751 002 invites online Open Tender/GeM Bid in two Bid System through e-tendering method from reputed firms with adequate expertise capability for above said Rate Contract from the reputed contractors/service providers. The contractor/service providers must submit the following related documents as per given checklist, failing which the technical bid of the firm will not be considered for further process:

CHECK LIST FOR TECHNICAL BID EVALUATION

Sl.No	Document required	Upload the scanned copy	Page No. of enclosures (if page number of enclosures is not mentioned the technical bid will not be considered)
1.	Scan copy of valid licenses of the firm/contractor	Pdf	
2.	Scan copy of PAN Card	Pdf	
3.	Scan copy of latest Income Tax return	Pdf	
4.	Scan copy of GST registration certificate issued by Govt. etc. and latest GST return certificate.	Pdf	
5.	Scan copy of tender acceptance letter	Pdf	
6.	Scan copy of dully filled up complete tender document (technical bid part) duly signed and stamped as a token of acceptance of all the terms and conditions of tender document.	Pdf	
7.	Scan copy of Experience of having successfully completed similar works	Pdf	

NOTE: Only those firms that qualify the technical bid will be considered for opening the financial bid.

SIGNATURE OF THE BIDDER WITH STAMP

Detail of the firm/contractor

1. Name & address of Proprietor: _____

2. Name & address of Firm/Contractor: _____

3. (a) Tel. No. Off: _____ Res: _____ Mob.No: _____
(b) FAX No: _____ Email ID: _____
4. Particulars of firm/company partnership: _____
deed/ Constitution in case of Society.
5. PAN No: _____
6. GST No. _____
7. Name & address of Bank in which Account: _____

IFSC Code No. _____ Account No. _____

(A photocopy of cancelled cheque may attach for true information)

SIGNATURE OF THE BIDDER WITH STAMP

A: General Terms and conditions:

1. The successful bidder will deposit the **performance security deposit Rs. 20,000/-** in shape of separate demand draft of any nationalized bank drawn in favour of **ICAR Unit, CIFA** payable at **SBI, Kausalyaganga**, Bhubaneswar within the stipulated date falling which the order will stand cancelled and the EMD deposited with the quotation/tender will be fortified.
2. The security deposit shall be fortified if the selected firm/contractor does not take up and/or complete the work within the time schedule or the quality of the workmanship is found not up to the mark or not satisfactory.
3. Any dispute in this regard is subject to Bhubaneswar Jurisdiction only.
4. Income Tax/ Labour Cess etc. or any other taxes to be levied as per Govt. norms will be deducted '**at source**' from the bills as per rules.

5. Locations for the Work

The entire works as described in Schedule of Requirements must be undertaken at ICAR-CIFA, Kausalyaganga

6. Order Placements:

The Work Order shall be released by: Director, ICAR- Central Institute of Freshwater Aquaculture, P.O. Kausalyaganga, Bhubaneswar –751 002, Odisha, India.

7. The payments shall be released by: Director, ICAR- Central Institute of Freshwater Aquaculture, P.O. Kausalyaganga, Bhubaneswar –751 002, Odisha, India.

8. Amendment to Bidding Documents

- a. At any time prior to the deadline for submission of bids, ICAR-CIFA may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.
- b. The amendments to the tender documents, if any, will be notified by release of Corrigendum Notice in print media / website. The amendments/ modifications will be binding on the bidders.
- c. ICAR-CIFA, at its discretion may extend the deadline for the submission of bids if it thinks necessary to do so or if the bid document undergoes changes during the bidding period, in order to give prospective bidders time to take into consideration the amendments while preparing their bids.

Submission of Bids- Online PDF format only.

The Bid documents shall be neatly arranged. They should not contain any terms and conditions, printed or otherwise, which are not applicable to the Bid. The conditional bid will be summarily rejected. Insertions, postscripts, additions and alterations shall not be recognized, unless confirmed by bidder's signature.

10. Deadline for Submission of Bids – Online Only.

- a. Bids must be received by ICAR-CIFA before the due date and time at the address specified in the tender document.
- b. ICAR-CIFA may extend this deadline for submission of bids by amending the bid documents and the same shall be suitably notified in the media.

11. Late Bids

ICAR-CIFA shall not be responsible and liable for the delay in receiving the bid for whatsoever reason.

Bid Opening & Evaluation of Bids

- a. The technical bids will be evaluated in two steps.
- b. The bids will be examined based on eligibility criteria as stipulated to shortlist the eligible bidders.
- c. The technical bids of only the short listed eligible bidders shall be evaluated based on technical specifications stipulated.

12. Comparison of Bids

- a. Only the short-listed bids from the bid evaluation shall be considered for commercial comparison.
- b. The commercial bids will be evaluated on the basis of prices quoted. The contract will be awarded to lowest evaluated bidder.

13. Award of Contract

- a. ICAR-CIFA shall award the contract to the eligible bidder whose technical bid has been accepted and determined as the lowest evaluated commercial bid.
- b. ICAR-CIFA reserves the right to increase or reduce the quantity to be procured.
- c. If more than one bidder happens to quote the same lowest price, the firm have been more experience will be awarded the work and if experience of both firm remains same, ICAR-CIFA reserves the right to decide the criteria and further process for awarding the contract, decision of ICAR-CIFA shall be final for awarding the contract.

14. Purchaser's Right to amend / cancel.

- i. ICAR-CIFA reserves the right to amend the eligibility criteria, commercial terms & conditions, Scope of Work, technical specifications etc.
- ii. ICAR-CIFA reserves the right to cancel the entire tender without assigning any reasons thereof.

15. SPECIAL CONDITIONS OF CONTRACT (SCC)

Prices

- The price quoted shall be considered firm and no price escalation will be permitted.
- The prices quoted must be inclusive of all other taxes excluding GST.

Security Deposit (SD):

The successful bidder will be required to furnish the Security Deposit in INR equivalent Rs. 20,000/-within 7 days of receipt of Supply Order. The Security Deposit should be submitted in the form of Demand Draft drawn in favour of ICAR unit, CIFA payable at SBI, Kausalyaganga. The Security Deposit will be retained for a period of one year from the date of the completion of the work.

Payments:

Payment will be made after 100% completion of the work (each time)on actual measured quantity basis and acceptance by ICAR-CIFA through NEFT.

16. Class of Contractor – Minimum C & D

B: Other General Terms and conditions:

1. After completion of work (each time/order) any defect, or damage or poor workmanship is noticed; the same shall be rectified by the contractor within 10 days failing which the Security deposit shall be forfeited. The work order may vary from one hour and above.
2. Taxes viz. Income Tax, Cess on I.T.,and such other taxes levied by Government from time to time will be deducted from the work bill to be deducted from the contracts bill and to be remitted to the 'Odisha Building and other Construction Workers' Welfare Fund'.
3. Payment will be made after 100% completion of the work on actual measured quantity basis and acceptance by ICAR-CIFA through NEFT/RTGS/e-Payment against each work order.
4. No part payment will be made for execution of the work.

5. Work order will be issued to the successful bidder after completion of all formalities of ICAR-CIFA, Bhubaneswar. The successful bidder has to enter an agreement after receipt of work order and before start of the work. If the bidder does not start the work within 7 days of issue of work order or does not represent to the Director, ICAR-CIFA, Bhubaneswar stating a valid reason such as interference of natural phenomena or the circumstances beyond his control, the work order shall be deemed to be withdrawn without any notice. Decision of the ICAR-CIFA, Bhubaneswar in this regard is final and binding on the tenderer.
6. Rates quoted by the bidder will be valid till One year from the Contract awarded.
7. In case the work order is placed for execution, it will be incumbent on the tenderer to abide these terms and conditions and complete the work as per the schedule of works to the best satisfaction of the In-Charge, Engineering Section/any other officer deployed for the purpose Failing which the tenderer is liable to pay the loss to be incurred by ICAR-CIFA, to carry out the work/balance of work through any other agency and security deposit will be fore fitted.
8. If any damage occurs to ICAR - CIFA property during execution of work including dismantling the same will be borne / repaired by the tenderer. For this reason, the tenderer is advised to inspect the work site before submitting the tender.
9. Director, ICAR-CIFA is not bound to accept the lowest or any other tender and also reserves the right to reject any or all the quotations without assigning any reason thereof.
10. The personnel deployed by the contractor for execution of work must have valid license e.g. Driving license for driving work etc.
11. The workers will be personnel of the tenderer and ICAR-CIFA will have no responsibility whatsoever to them. Any liability that may arise due to death/injury to any of the workers while executing the work will be borne by the tenderer.
12. In case of any dispute on execution or other issues related to this work, the decision of the Director, ICAR-CIFA will be final and binding.
13. Successful bidders will have to enter into a detailed contract agreement (format attached) with ICAR-CIFA on non-judicial stamp paper of Rs.100/- (Rupees one hundred only).

Note 1: **The Price bid should be submitted on-line in the “BOQ format of Excel File” only as available in the Tender Notice in GeM Portal , rate per hour to be quoted above.**

Note 2: The Director, ICAR-CIFA will pay the bill with the GST (as applicable on producing bill with GST Challan.), Good & Service Tax registration number and percentage of GST should be mentioned clearly in the bill. GST number of this office (**21AAALC1436G1ZV**) should also be mentioned on the bill to be preferred to this office and while submitting Challan our GST number must be mentioned on the GST Challan No extra amount will be paid by this Institute. The firm/agency will be sole responsible for timely submission of GST charged in the bill amount to concerned authorities.

Yours faithfully,

AAO (Stores)

For and on behalf of the Director
ICAR-CIFA, Kausalyaganga, Bhubaneswar

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head).

Date:

To

The Director
ICAR-Central Institute of Freshwater Aquaculture
Kausalyaganga,
BHUBANESWAR – 751 002 (ODISHA)

Dear Sir,

I/we have read all the particulars regarding the general information and other terms and conditions of the mentioned in the tender documents for the Rat Contract “_____” and agree to provide the services as desired I the schedule herein or such portion thereof as you may specify in the acceptance of the tender at the rates given below and I/we agree to hold this offer open till 180 days. The rates quoted will be valid till completion of the work.

The corrigendum(s) issued from time to time by our department/organization too has also been taken into consideration, while submitting this acceptance letter.

I / We do hereby declare that our Firm has not been blacklisted / debarred by any Govt. Department/Public sector undertaking.

I/ We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the fully said earnest money deposit absolutely.

Yours Faithfully,
Authorized Signatory.

(Signature of the Bidder, with Official Seal)

DRAFT SPECIMEN AGREEMENT
AGREEMENT FORMAT

Name of the Work/ARC: “ _____ ”

Work Order No: _____ Date: _____ Amount _____

This agreement in made at ICAR-CIFA, Bhubaneswar – 751002 on (Date.....) between the Director, ICAR-CIFA, Kausalyaganga, Bhuaneswar-751002 (Hereafter called Institute) which items shall include its successors, assignees etc. on the first part and (name and address of the firm/contractor), _____ (Hereafter, called the Firm) ___ which items shall include its authorized representatives, successor, assignees, etc., on the other part.

The Contractor/Agency will perform the said works in the said orders and shall execute the same with great promptness and accuracy in a workman like manner to the best satisfaction of the Director, ICAR-CIFA, Kausalyaganga, Bhubaneswar-2 and will complete the same in accordance with the said specification and terms and conditions laid down in the above said work order. The ICAR-CIFA will pay or cause to be paid to the contractor/service provider for the said contracts on final completion of the work(s) each time thereof and amount due in respect thereof at the rate specified in the schedule hereto referedr. If during the performance of the work any theft, damage or losses to the property of ICAR-CIFA is caused by contractor, but not occurring by or arising out by Acts of God (Natural Calamity), or warlike operations the same will be made good by contractor/service provider at his/her own cost.

In case the firm fails to perform any of the terms and conditions of this agreement or commits any breach of the contract, the Director, ICAR-CIFA, Kausalyaganga, Bhubaneswar-751 002 shall have power to terminate the contract without assigning any reason thereof.

In case of any loss or damage to the property of the Director, ICAR-CIFA, Kausalyaganga, Bhubaneswar751 002, which is attributable to the firm, the full damages will be recovered from the firm. The firm shall not transfer its right of work or sub-contact to anyone else.

The firm or its workers shall not misuse the premises for any purpose other than for which contact is awarded In case any accident/loss of life of the workers occurs during contract period and if any compensation is awarded, the same shall be borne by the firm.

The firm shall provide a coordinator for immediate interaction with the Director, ICAR-CIFA, Kausalyaganga, Bhubaneswar -751 002.

The terms and conditions as stipulated in the tender documents shall be part of this agreement.

Signature of contractor/Firm

Signature of witnesses with address

- 1.
- 2.

For and behalf of ICAR

TENDURE SCHEDULE:

Bid Details: “ Annual Rate Contract (ARC) for JCB, Tractor & Proclain (Chain) Machine for cleaning, land levelling and other misc. works at ICAR-CIFA, Kausalyaganga,Bhubaneswar,Odisha”

Sl.No	Description of items	Unit	Rate per hour (All inclusive)	Delivery period
1	Tractor	01		1 day
2	JCB	01		1 day
3	Proclain (Chain) Machine	01		1 day

Note : In BOQ documents rate may be quoted for the above items/service on hour basis per unit wise as and when required.

The delivery period : As and when required, service should be provided preferably within one day after receipt of PO as and when required

Name & Signature of the Agency:-.....