



AN ISO 9001:2015 CERTIFIED INSTITUTE
भा कृ अनु प-केन्द्रीय पटसन एवं समवर्गीय रेशा अनुसंधान संस्थान
ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES
(भारतीय कृषि अनुसंधान परिषद), (Indian Council of Agricultural Research)
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INSTRUCTIONS TO THE TENDERERS

1. The Tender should be submitted in accordance with these instructions and any tender not confirming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and contract.

Note: For Online Bid Submission, as per the directives of Department of Expenditure, this document has been published on the Central Public Procurement Portal (URL: <https://eprocure.gov.in/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. More information useful for submitting online bids on the CPP Portal may be obtained at www.eprocure.gov.in/eprocure/app.

2. The intending Tenderer, in case of Authorized Distributor/ Authorized Dealer shall possess valid authorized Distributorship /Dealership license from Original Equipment Manufacturers. The tenderer shall upload the copy of the same as PDF file in Cover-I of the e-tender while submitting the tender.
3. The Technical Bids will be opened on **01.03.2019 at 15:00 hrs**. The date & time for opening of Financial Bids will be notified on the portal. The bidders may regularly check the portal regarding the date of opening of financial bid.
4. The equipment shall be in compliance with the specifications mentioned in Annexure - I of the tender and shall be of the latest technology, best quality and high standards.
5. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any Tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
6. Director, ICAR-CRIJAF, reserves the right to reject any tender/bid wholly or partly without assigning any reason.
7. **Earnest Money Deposit (EMD): EMD to be deposited** in the form of Demand Draft drawn in favour of "**ICAR Unit-CRIJAF**" payable at **Kolkata**. The value of the EMD for each item is mentioned in Annexure-I against each item. This EMD should be submitted in sealed envelope super-scribed as "EMD for (Name of the Item and Serial No. as per Annexure-I) and NIT No. **84/2018-19 dated 08.02.2019**". In case the firm is exempted, exemption certificate need not be submitted in the drop box at CRIJAF but must be uploaded in the CPP, otherwise the tender will be deemed to be treated as cancelled. Failure to deposit Earnest Money will lead to rejection of tender. In the event of the awardee backing out, EMD of that bidder will be forfeited.

Note: EMDs should be dropped in the tender box available at the Purchase & Store Section on or before last date & time of submission of Bids in CPPP in a sealed envelope addressed to: "The Director, ICAR-Central Research Institute for Jute & Allied Fibres, Barrackpore, Kolkata-700120."

8. **Validity:** The bid should be valid for acceptance up to a period of 60 Days. The Bidders should be ready to extend the validity, if required without any additional financial implications.

9. **Delivery:** Within 15 days from the Date of issue of award letter or as specified in the supply order. However, the Competent Authority will have the discretionary power to take appropriate decision. **The delivery locations of items** as in Annexure-I is elaborated below:
A. Krishi Vigyan Kendra, ICAR-CRIJAF, P.O. Bud Bud, Purba Bardhaman, Pin – 713 403, West Bengal. (for Annexure - I)
10. **Prices:** The Prices quoted should be inclusive of all taxes or duties, packing, forwarding, freight, insurance, delivery and commissioning etc. at destination site (as detailed in Sl. No 9). Nothing extra shall be paid on any account.
11. **Mode of Payment:**
- For Indigenous Supplies:** The Prices quoted should be inclusive of all taxes or duties, packing, forwarding, freight, insurance, delivery and commissioning etc. (FOR) at destination site (as detailed in Sl. No 9). Nothing extra shall be paid on any account. BOQ (Price bid) consists of comprehensive list of items for which rates are invited. Interested bidder can quote as per their choice of item(s) which they intend to supply and need not quote for remaining items (rate for even single item can also be quoted). **No advance payment will be made.**
12. **Installation, Training & Demonstration:** Bidders need to provide adequate training to the nominated persons of KVK, ICAR-CRIJAF, Bud Bud, Burdwan at their cost. ICAR-CRIJAF will not bear any training expenditure. The supplier is required to do the installation and demonstration of the equipment within fifteen days of arrival of materials at the ICAR-CRIJAF, Barrackpore, Kolkata or site of installation, otherwise the penalty clause will be the same as per the supply of material.
13. **Liquidated damages security:** In case the firm does not complete the supply within the laid down agreed delivery period as per contract, liquidated damages will be charged @ 2% of the contract value per month or part thereof. However, the Institute reserves the right to either further extend or cancel the contract after expiry of delivery date and recover the liquidated damages from the dues of the firm or by legal means.
14. **Insurance:** As applicable in the case of imported goods. For indigenous item, it will be the responsibility of the supplier to supply the material in good condition on FOR basis without involving the risk of the purchaser.
15. **Dispute settlement:** The dispute arising out of this contract if any shall be subject to the jurisdiction of Indian laws & court at Barrackpore, Kolkata. In case of any dispute sole arbitrator is appointed by the Secretary, ICAR, New Delhi. His decision will be final and binding to both parties.
16. **Guarantee/Warranty: As specified in the specifications.** Warranty Terms period will start from the date of installation of items. In case at the time of installation, if part of equipment are found defective/damaged during or after delivery to consignee, the suppliers will replace or repair the same under warranty at consignee's location in India free of cost or if in any case it is required to be sent back to the foreign manufacturer, Bank Guarantee equivalent to the cost of equipment is required to be submitted before lifting the equipment. All expenses in this regard will be borne by the supplier.
17. **Performance Security:** The successful bidder will have to submit a Performance security of equivalent to **10%** of the Contract/Order value, having validity till expiry of the Warranty/Guarantee period in form of **DD only in favour of "ICAR Unit-CRIJAF" payable at Barrackpore, Kolkata.**

18. **Packing and Marking:** The packing and preservation of the supplied goods shall be airworthy/seaworthy/roadworthy (as the case may be) so that it may provide their safety during transit period. Each packing case shall have labels as follows:

Consignee for billing:

- Krishi Vigyan Kendra (Purba Bardhaman), ICAR-CRIJAF, P.O. Bud Bud, Purba Bardhaman, Pin - 713 403, West Bengal Telefax: 0343-251-3651 E-mail: aao_ps@rediffmail.com/ kvkburdwan@gmail.com [for items under Annexure - I]

19. Declaration: Information provided if found to be false or mollified, the bid will be cancelled and the earnest money shall be forfeited.

20. In case there is a tie between two or more bidder at L-1 position, the firm with the earliest registration would be considered as L1 bidder.

Asst. Admn. Officer (Purchase)

DETAILS OF ITEMS AND THEIR TECHNICAL SPECIFICATIONS

Name of the KVK	Sl. No.	Farm machinery and equipment	Nos.	EMD value(Rs.)
Krishi Vigyan Kendra, ICAR-CRIJAF, P.O. Bud Bud, Purba Bardhaman, Pin - 713 403, West Bengal	01.	Disc Plough	1	1000.00
	02.	Furrow opener	1	1000.00
	03.	Potato planter	1	1000.00
	04.	Potato digger	1	1000.00
	05.	Raised bed planter	1	1000.00
	06.	Power weeder	1	1000.00
	07.	Leveller blade	1	1000.00
	08.	Rice drum seeder	1	1000.00

Item No. 01: Disc Plough**Detailed Specification:**

No of Disc: 2
Diameter of Disc (mm): 600-700
Tractor HP: 40 min
Over all length(mm): 1500-1700
Over all Width(mm): 1200-1400

Item No. 02: Furrow opener**Detailed Specification:**

Material : Iron
Tines Thickness (mm): 25-28
Frame : Adjustable between two tines
Tractor suitability: 40 HP min
No of Tynes: 2-3 min.

Item No. 03: Potato planter**Product Description**

Tractor Suitability: 40hp min

Minimum row cover :2

Bed Distance (inch): 20-25

Potato Hopper capacity (kg): 5 - 9

Item No. 04: Potato digger**Detailed Specification:**

Material : Mild steel

Power: 2 HP

Tractor Suitability: 40hp

Type: Single net

Item No. 05: Raised bed planter**Detailed Specification:**

Driven: Tractor mounted

Length (mm): 1200 – 1800 min

Width(mm): 2000- 2500 min

Height (mm): 2000 - 2500 min

Item No. 06: Power weeder**Detailed Specification:**

Rotavator: Adjustable

Size of rotavator: 24-42 inch

Ridger also to be connected with

Item No. 07: Leveller blade**Detailed Specification:**

Actual length of leveler(ft): 6.5-8

Working width (mm): 1800-2400

Cutting blade thickness (mm): 8-12

Leveling direction : Two way

Tractor suitability: 40 hp min

Item No. 08: Rice drum seeder

Specification:

Type: Walking

No of Transplanting rows: 8

Material: Plastic

Handling: Easy

Machine wt: not more 10 kg

Online Bid Submission Details

Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in Two Covers as explained below:-

Sl. No.	COVER - I (Following documents to be provided as PDF file. Only specific and relevant documents needs to be uploaded. Additional/irrelevant documents should be avoided to be uploaded)		File types
	Documents	Content	
01.	Technical Bid	Technical Compliance Sheet with original Technical brochures/supporting documents as per specifications mentioned in Annexure - I	.PDF
02.		Scan copy of GST Registration, PAN, Bank details	.PDF
03.		Scan copy of Earnest Money Deposit by way of Demand Draft. Scan copy of certificate for EMD exemption, if applicable as per GOI norms	.PDF
04.		Self-declaration in letter head that the bidder is the Original Equipment Manufacturer (OEM), Authorized Dealership/Distributorship license issued from the Original Equipment Manufacturer.	.PDF
05.		User list of such equipment in Central Govt. establishments/ Autonomous bodies of Govt. of India/Corporations of Govt. of India/reputed public or private organizations for any two years during last five years.	.PDF
06.		Self- attested declaration on Company letterhead that the firm has not been blacklisted.	.PDF
07.		Registration certificate of the firm from appropriate registering authority	.PDF
08.		Income tax details of the firm in last 02 financial years (2016-17 & 2017-18)	.PDF
09.		Genuineness of docs	.PDF
COVER - II			
01.	Financial Bid	Price bid (BOQ) to be filled in XLS format	.XLS

All the documents and BOQ has to be digitally signed by the bidder.

Asst. Admn. Officer (Purchase)