



AN ISO 9001:2015 CERTIFIED INSTITUTE

भाकृअनुप-केन्द्रीय पटसन एवं समवर्गीय रेशा अनुसंधान संस्थान

ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES

(भारतीय कृषि अनुसंधान परिषद), (Indian Council of Agricultural Research)

बैरकपुर, कोलकाता-700 120, पश्चिम बंगाल BARRACKPORE, KOLKATA - 700 120, WEST BENGAL

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INSTRUCTIONS TO THE TENDERERS

1. The Tender should be submitted in accordance with these instructions and any tender not conforming 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 **22.03.2019 at 10.30 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. **95/2018-19 dated 28.02.2019**. 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 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 45 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 the items** as in Annexure-I are elaborated below:
 - A. Krishi Vigyan Kendra, ICAR-CRIJAF, North 24 Parganas P.O. Barrackpore, Kolkata 700 120. (for Annexure -I)

10. **Prices:** 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.**
11. **Mode of Payment:**
- For Indigenous Supplies: Payment on bill basis through e-payment after supply, satisfactory installation, commissioning and performance of the equipment at the location and after certification by our Head/Scientists concerned.
12. **Installation, Training & Demonstration:** Bidders need to provide adequate training to the nominated persons of KVK, ICAR-CRIJAF 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 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 (North 24 Pgs - II), ICAR-Central Research Institute for Jute & Allied Fibres, Barrackpore, Kolkata - 700120, Telephone: 033-25356123/25356124/25356122, Email: aao_ps@rediffmail.com/ kvkn24prg2@gmail.com [for items under Annexure - I] (All damages which may occur as a result of defective packing shall be borne by the seller).
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 in Rs.
Krishi Vigyan Kendra (North 24 Parganas - II), ICAR-CRIJAF, P.O. Barrackpore, Kolkata 700 120.	01.	Cultivator	1	1300.00
	02.	Furrow opener	1	1300.00
	03.	Post Hole Digger	1	1300.00
	04.	Tractor drawn seed cum fertilizer drill	1	1300.00
	05.	Solar operated hand sprayer	1	1300.00

Item 1: Cultivator**Detailed Specification:****Cultivator**

Specification:

Suitable for 40-55 HP tractor with 9-11 tyne, Rigid Type, Heavy duty

Item 2: Furrow opener**Detailed Specification:****Furrow opener**

Specification:

Tynes Thickness (mm): 25-28

Frame : Adjustable between two tynes

Tractor suitability: 40 Hp

No of Tynes: 2-3 min.

Item 3: Post hole digger**Detailed Specification:****Post hole digger**

Specification:

Frame: Heavy Duty Tubular

Gear Box: Compatible with 50 Hp

Auger Length (mm): 1000

Auger size: 12"

Auger Blade: With Carbide bits

Auger Point: Replaceable

Item 4: Tractor Drawn Seed cum Fertilizer Drill**Detailed Specification:****Tractor Drawn Seed cum Fertilizer Drill**

Specification:

Drive : Tractor operated

9 tynes

Tractor Suitability: 45-55 hp

Item 5: Solar operated Hand Sprayer**Detailed Specification:****Solar operated hand sprayer**

Specification:

Pannel: 20W, solar

Corrosion resistance

Discharge: 4lpm/min

Charging: Solar/Electrical

Type: Easy, light, long time spraying

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 Company 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 in Company letter head.	.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)