



भाकृअनपु-के न्द्रीयपटसन एवंसमवर्गीय रेशाअनसंधानु संस्थानICAR-  
**CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES**

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**F. No. 19(C-III)/Works/2018-19**

### **TENDER DOCUMENT**

Online bids are invited by the Director, ICAR-CRIJAF on behalf of Secretary, ICAR for **Underground cable laying for intercom connection at ICAR-CRIJAF, Sahebbagan, Barrackpore, Kolkata-700120** from interested firms having minimum two years experience for such works in Government Organization/Institutions.

**EMD of Rs. 2,000/- (Rupees Two Thousand Only)** should be in the form of **Demand Draft** drawn in favour of **ICAR-UNIT- CRIJAF** payable at **Kolkata** . The original EMD should be submitted to the Tender Inviting Authority on or before the last date and time of online bid submission at ICAR, Barrackpore.

The Online Tender Documents can also be viewed on the CRIJAF Website [www.crijaf.org.in](http://www.crijaf.org.in) & [www.eprocure.gov.in](http://www.eprocure.gov.in) . The details of D.D. should tally with the details available in the scan copy submitted online otherwise the uploaded bid will be rejected. Online bids complete in all respects should be submitted through CPP Portal: <https://eprocure.gov.in/eprocure/app>

#### **Critical date & time of Tender is as under:-**

Start date & time of submission of bids	:	29.09.2018 from 11.00 AM
Last date & time of submission of bid	:	20.10.2018 upto 05.00 PM
Date & Time of opening of Online Technical bid	:	22.10.2018 at 11.00 AM

**Asstt. Admn. Officer  
Admn.II**

**ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES  
BARRACKPORE, KOLKATA-700120**

**F. No. 19(C-III)/Works/2018-19**

**Invitation to e-tender and instructions containing terms and conditions governing for “Underground cable laying for intercom connection at CRIJAF, Sahebbagan, Barrackpore, Kolkata-700120”**

**TENDER DOCUMENT**

<b>NIT No</b>	42/2018-19 dated 29.09.2018
<b>Name of work</b>	<b>Underground cable laying for intercom connection at CRIJAF, Sahebbagan, Barrackpore, Kolkata-700120</b>
<b>Last date &amp; Time of online Bids Submission (Technical &amp; Financial) uploaded on CPP Portal</b>	upto 5.00 P.M. of 20.10.2018
<b>Date of Tender Opening (Technical Bid)</b>	22-10-2018 at 11:00 am
<b>Validity of Tender</b>	180 Days
<b>Work completion period</b>	30 days

**Note:**

- 1. The Director, ICAR-CRIJAF may at his/her discretion, extend this date by a fortnight and such extension shall be binding on all tenderers.***
- 2. If the date up to which the tenders is open for acceptance is declared to be a holiday the tenders shall be deemed to remain open for acceptance till the next working day.***

**ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED  
FIBRES BARRACKPORE, KOLKATA-700120**

**F. No. 19(C-III)/Works/2018-19**

Dear Sir/Madam(s),

E-tender are hereby invited by the Director, ICAR-CRIJAF on behalf of Secretary, ICAR **Underground cable laying for intercom connection at CRIJAF, Sahebbagan, Barrackpore, Kolkata-700120**. The terms and conditions of the contract which will govern the contract are contained in the General conditions. The special terms and conditions are detailed in the tender forms and its schedules. Please submit your rates in the tender form if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.

1. An earnest money of **Rs. 2,000/- (Rupees two Thousand Only)** must be deposited in the form of demand draft in favor of ICAR-Unit-CRIJAF, payable at Kolkata. EMD must be deposited off-line to Purchase & Store Section, ICAR-CRIJAF, Kolkata-700120 before the closing date positively.
2. The tenderer is being permitted to give tender in consideration of the stipulations on his part that after submitting his tenders, he/she will not resile from his/her offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulations the aforesaid amount of EMD will be forfeited by the Institute. In the event of the offer made by the tenderer is not accepted, the amount of earnest money deposited by the tenderer will be refunded to him/her after he/she has applied for the same in writing.
3. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tenders are not fully filled in. Individual signing the tender or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company. If tenderer does not accept the offer, after issue of letter of award by Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.
4. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related documents must be signed by every partner of the firm. A person signing the tender form or any other document forming part of the contract on behalf of another shall be deemed to warranty that he/she has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the Institute shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages..
5. The Institute is not bound to accept the lowest or any other tender and also reserve to itself the right of accepting the tenders in whole or in part. Firms are however at liberty to submit the tender for the whole or any portion or to state in the tender that the rates quoted shall apply only if the tenders are considered fully. No conditional tenders will be accepted.

6. An amount of equivalent to **10%** of the tendered amount as a security deposit for the contract is to be deposited by the selected agency/successful tenderer in the form of Bank Draft/Pay order/FDR/Bank Guarantee drawn in favour of **ICAR-Unit-CRIJAF** payable at **Kolkata** only after receiving a communication from the Institute. In the event of not-depositing the same, the earnest money will be forfeited.
7. No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.
8. Rates quoted should be inclusive of GST (all taxes).
9. Director, ICAR-CRIJAF reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute for any justifiable reasons not mandatory to be communicated to the tenderer.
10. Decision of Director, ICAR-CRIJAF shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/ her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, ICAR-CRIJAF. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceeding shall be governed by the Arbitration & Constitution, Act, 1996. The seat of arbitration will be Kolkata and arbitral proceeding shall be governed in accordance with arbitration and conciliation Act, 1996 as amended from time to time.
11. Acceptance by the Institute will be communicated by FAX, letter or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX, letter etc. should be acted upon immediately.
12. As specified in the schedule, the tenders shall remain open for acceptance upto 180 days from the date of opening. The successful tenderer will have to under take the job specified in this tender as and when required at site.
13. The firm shall in no case pay his employees less than the minimum mandatory rates per day / month as announced by Govt. of India from time to time.
14. **Eligibility Conditions:**

The following documents/ vouchers are required to be enclosed with the tender:-

#### **REQUIREMENT OF THE TECHNICAL BID.**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Type of documents</b>
01.	Copy of EMD	.pdf
02.	Valid Registration Certificate from appropriate registering authority	.pdf
03.	Work experience for the last 02 financial years (2015-16 & 2016-17)	.pdf
04.	Tender acceptance certificate	.pdf
05.	PAN No.	.pdf
06.	Certified Copy of turnover of more than 10 lakh (as per enclosed format)	.pdf
07.	GST registration certificate	.pdf
08.	Bank Mandate form	.pdf
09.	Genuineness of document	.pdf

**Note: The above documents are essential & therefore should be submitted by the firm failing which his/her Tender will not be considered. Please upload only essential and necessary documents in the technical Bid.**

**Assistant Administrative Officer For and on behalf of the  
Director, ICAR-CRIJAF, Kolkata**

**Subject to the following terms & conditions:-**

1. All the materials, labours, T & P etc. required will be arranged by the firms itself for the workers.
2. The agency shall deposit security money @ 10 % of the sanctioned amount.
3. The Director, ICAR-CRIJAF has the right to reject any or all the quotations/tenders without assigning any reason.
4. Workforce, supervisory staff or any other person hired by firm shall be compensated by him for the work done. The purchaser shall be fully indemnified of any liability towards such personnel.
5. The firm will comply with the contract labour (regulation and abolition) Act, 1970 and the rule framed there under to and extend that the said act and the rules are applicable to the persons provided by him as aforesaid.
6. Firm will be responsible to take care of all statutory requirements under the Provident Fund Act and Employees State Insurance Act in respect of persons provided by him as applicable.
7. The firm shall abide by the provision of the minimum wages Act the contract labour (R&A) Act other labour laws as applicable. The workers shall be paid as per the minimum Wages as applicable in Central Labour Commission.
8. That the firm himself /herself will be responsible/ liable for any type of statutory claims or penalties in light of the default with reference to the above provisions.
9. The firm shall maintain records of service rendered.
10. The rate quoted by the firm shall include all statutory taxes, duties, levies, etc. GST on work contracts involving purely labour.
11. The purchase (ICAR-CRIJAF) reserves the right to disqualify such tenders who have a record of not meeting contractual obligations against earlier contract entered with the purchaser.
12. The Director, ICAR-CRIJAF reserves right to back list / forfeit the earnest money/ security deposit of tendered for suitable period in case he fails to honor the contract without sufficient ground.
13. The rates quoted by the agency shall remain firm till the completion of contract period and no escalation will be paid what so ever.
14. The firm shall pay the minimum wages i/c ESI & EPF as per the direction by the Ministry of labour & employment, Government of India time to time for which the Institute will pay on the produce of new wages sheet by the firm after obtaining fresh A/A & E /S.
15. 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.
16. The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the contract.

**LIQUIDATED DAMAGES CLAUSE:**

1. An amount equivalent to two days of contract amount, subject to a minimum of ₹500/- will be levied as liquidated damages per day. Whenever and wherever it is found that the work is not up to the mark. It will be brought to the notice of the supervisory staff of the firm by ICAR-CRIJAF and if no action is taken within one hour liquidated damages clause will be invoked.
2. Any misconduct/ misbehaviour on the part of the man power deployed by the contractor will not be tolerated and such person(s) will have to be replaced immediately.