



AN ISO 9001:2008 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)

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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](http://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 **20.11.2018 at 14:30 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): ₹10,000/-**(Rupees ten thousand only) in the form of Demand Draft drawn in favour of **"ICAR Unit-CRIJAF" payable at Barrackpore, Kolkata**. This EMD should be submitted in sealed envelope super-scribed as "EMD for (Name of the Item) and NIT No. **50 /2018-19 dated 29.10.2018**". 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:** EMD 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 180 Days. The Bidders should be ready to extend the validity, if required without any additional financial implications.
9. **Delivery:**

Within 45 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 item** as in Annexure-I is elaborated below:

A. ICAR-CRIJAF, Barrackpore, Kolkata 700 120

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:** Payment on bill basis through e payment after supply, satisfactory installation, commissioning and performance of the equipment at Barrackpore, Kolkata and after certification by our Scientists concerned.
12. **Installation, Training & Demonstration:** Bidders need to provide adequate training to the nominated persons of 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 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:** ICAR-Central Research Institute for Jute & Allied Fibres, Barrackpore, Kolkata – 033-25356123/25356124/25356122, Email: aao\_ps@rediffmail.com (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

## DETAILS OF ITEMS AND THEIR TECHNICAL SPECIFICATIONS

### Chlorophyll Meter:

- Handheld meter for measuring chlorophyll of plant leaves
- Dual wavelength optical absorbance (600 & 660 nm and between 900 to 960 nm)
- Chlorophyll content through high sensitivity silicon detector
- Auto calibration and temperature compensation
- Memory at least 50 (fifty) data points (internal or externally aided)
- Battery operated

## 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)		File types
	Documents	Content	
01.	<b>Technical Bids</b>	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 during the year 2016-17 & 2017-18	.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 (2015-16, 2016-17)	.PDF
09.		Genuineness of docs	.PDF
<b>COVER – II</b>			
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