



भारतीय कृषि अनुसंधान परिषद.  
उत्तरपूर्वी पर्वतीय क्षेत्र अनुसंधान परिसर  
उमियम, मेघालय – 793 103  
INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
ICAR Research Complex for NEH Region  
Umiam, Meghalaya – 793 103



File No.RC(S)109/2016

Dated Umiam, the 27<sup>th</sup> January'2017

**Open Tender Notice**

Sealed bids are invited for establishment/construction of the Trellis (Telephone system) under the project AICRP on Vegetable Crops at Horticulture Division Farm from the reputed registered firms on behalf of The Director, ICAR Research Complex for NEH Region, Umroi Road, Umiam, Meghalaya – 793103. The detail specifications of the item (Annexure – I) and terms & conditions etc. are as given below:-

1. The consolidate cost of Tender document **Rs.500/-** (Rupees five hundred) only (Non – Refundable) to be deposited in favour of the Director, ICAR Research Complex for NEH Region, Umiam by means of Demand Draft payable at State Bank of India, ICAR Complex Branch, Umiam(12464), Meghalaya. Non – submission of the cost of Tender document shall lead to non – consideration of the Tender.
2. Each quotation should consist of two Bids, namely “**Bid I – Techno – commercial bid**” and **Bid II – Financial bid**”. Both must be submitted in two separate envelopes to be sealed, superscribed as ‘Bid I or Bid II’ and **must be put in a single outer main cover**. The single outer main cover should be superscript as “**Tender No.RC(S)109/2016 dtd.27.01.2017 for establishment/construction of the Trellis system under the project AICRP on Vegetable Crops at Horticulture Division Farm**” and addressed to “THE DIRECTOR, ICAR RESEARCH COMPLEX FOR NEH REGION, UMIAM, MEGHALAYA – 793103 (INDIA)”. The bidding firm should mention their complete address at the bottom left corner of the main cover. The cover letter, cost of the Tender and Earnest money for **Rs.10,000/-** (Rupees ten thousand) only alongwith all other Technical details should be mandatorily kept in **Techno – commercial Bid (Bid I)**. The Financial Bid (Bid II) should consist of the Rates, their detail break – up etc as mentioned at Annexure – I. **Non-compliance of these shall lead to non-consideration of the Bid**. Financial bids of technically acceptable firms shall only be considered for further evaluation.
3. All Tender should be sent through Registered Post. Tenders to be hand delivered should be put in the Tender Box, kept in the office of the Director, ICAR Research Complex for NEH Region, Umroi Road, Umiam, Meghalaya – 793103. Bid document sent through Email shall not be considered. The tender should reach to the office on or before **17<sup>th</sup> February, 2017 up to 12:30 PM**. Tenders received after due date and time shall not be considered under any circumstance.
4. The Firm should have minimum experience of 5 years of establishing, designing, installing and operations of similar works for Institute/Govt. Organizations within NE India. Furnishing of related documents like detailed specifications, technical literature, dealership or authorization certificate, product certificate, company registration certificate/trade registration certificate, complete supply details of the last 3 years, minimum five similar Work orders with completion certificate etc. is mandatory, failing in which the quotation shall not be considered
5. Dealership /Authorization certificate from the principal firm should be enclosed if the rates are quoted by the dealers/agents.
6. Sales tax certificate, tax clearance (up to date), valid CST/VAT registration certificate, last 3 years financial standing etc. should be enclosed.
7. **KHADC license.**
  - I. The Firm/Agency run by the Non-tribal contractor’s /firms/companies/ suppliers/ stockiest/ banded warehouse/Private carriage contractors/Co-operative Societies etc. should produce Trading License issued by the KHADC (Govt. of Meghalaya) and may be kept in the Technical Bid (Bid – I).
  - II. Submission of tender paper does not fall under trade as per the above said act. However, if a Non-tribal becomes a successful bidder he has to furnish License issued by the KHADC (Govt. of Meghalaya) before any work involving trade is issued to him.

Further those firm/agency opting for clause II above are requested to submit *an undertaking mandatorily* to this effect along with the technical bids as a certification about their capability of submission of the trade license when ask for, failing which the tender are liable to be rejected/not to be considered at any circumstances. (If not applicable submit the relevant document).

8. The rates quoted should be up to F.O.R. ICAR – RC, Umiam (Door delivery) and the establishing, construction and installation should be done at Horticulture Farm, ICAR – RC Umiam. The quoted rate should be in Indian Rupees. The rates must be valid for a minimum period of one year from the date of quotation.
9. Price quoted (in INR) must be given per unit including all packing, forwarding, delivery charges, construction and installation charges, permissible taxes, duties, VAT etc. as may be applicable. The ICAR Research Complex for NEH Region, Umroi Road, Umiam, Meghalaya – 793103, shall not be responsible for payment of transit insurance charges. If needed, necessary Road Permit will be provided by the Institute.
10. All bidders should mandatorily give their valid PAN Card No. (Photocopy of the PAN card to be enclosed), TAN (if any) and Bank A/C details (Name, Account No., Bank, Branch, IFSC Code and MICR Code etc.) along with the bid to enable the office for releasing the dues via e – payment.
11. The Firms shall have to deposit an earnest money of **Rs.10,000/-** (Rupees ten thousand only) in the form of Demand Draft drawn in favour of the Director, ICAR Research Complex for NEH Region, Umiam – payable at State Bank of India, ICAR Complex branch, Umiam (12464) as bid security along with the quotation. The cost of tender as well as the earnest money along with all other Technical Details should be mandatorily kept in the Techno – commercial Bid only. Non – submission of the earnest money with bid document shall make the quotation liable to be rejected. The earnest money of non – successful bidder will be refunded after bids are finalized. **Government agency and firm registered with Central Purchase Organization, National Small Industries Corporation and Ministry of Micro, Small and Medium Enterprises are exempted from depositing earnest money.** Bidder claiming such exemption must enclose relevant certificate/documents.
12. **The successful Bidder has to deposit Performance Bank Guarantee (10% of the Supply order amount).** The bank guarantee should cover the entire guarantee/warranty period which should be of at least one year duration. The Earnest Money will be refunded and payment will be released only after receipt of Performance Bank Guarantee.
13. The establishing, construction and installation should be completed in time and with F.O.R. destinations/door delivery. The selected bidder must complete the supply/ installation/demonstration within the stipulated time limit to be mentioned in the supply order. In case of delay in supply penalty will be imposed @ 2% per week subject to maximum of 10% of the FOB value, if agreed by Competent Authority on written request for extension of time limit.
14. Supply to be made by at supplier's risk otherwise specified. In case the firm fails to execute the establishing, construction and installation within the time limit, the bid security would stand forfeited and the supply order shall be deemed to be withdrawn without any notice.
15. The guarantee/warranty should be from the date of installation/completion. Minimum one year warranty certificate has to be invariably furnished. The firm should have their local branch office in North East India.
16. No advance payment/ part payment shall be made against the order. No additional charges above the quoted price shall be entertained. Payment shall be made on successful installation and demonstration (which should be free of cost and must be completed before payment) by the firm/dealer, followed by verification & certification by the concerned official. Bill in triplicate should be submitted through the concerned HOD Horticulture of the respective places for release of the final payment after successful completion of work.
17. **All bidders shall give an undertaking on their official letter head duly signed along with official seal that they fully and unconditionally agree to abide by all the terms & conditions** which, if needed, may be modified at the discretion of the Competent Authority in supply order, for which confirmation from the supplier shall be taken. Non – submission of the undertaking may lead to rejection/non – consideration of the tender.
18. **The bidders should mandatorily sign on every page of the Tender Document,** which would show their unconditional acceptance of all the terms and conditions of the Tender Document.
19. The Institute does not pledge itself to accept the lowest or any other tenders. The institute is also not bound to accept the tender in whole and Institute has right to accept the tender in parts. The tenderers are however, at liberty to tender for the whole or any portion of it or to state in the tenders that the rates quoted shall apply only if the tenders are considered fully. Other conditional tenders will not be accepted.
20. The Director, ICAR Research Complex for NEH Region, Umroi Road, Umiam, Meghalaya 793103 reserves the right to reject any tender in part or full without assigning any reason thereof. The decision in this regard shall be final for any aspect of the contract and binding on all parties.

21. Disputes arising, if any will be settled 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 Research Complex for NEH Region, Umroi Road, Umiam, Meghalaya 793103. The decision of the sole arbitrator so appointed shall be final and binding on both the parties. Otherwise, all dispute arising related to this contract will be settled in the Court of Law at Shillong, Meghalaya and verdict of the Court of Law shall be binding to both the parties.
22. Tender shall be opened on **17<sup>th</sup> February, 2017** at 02:30 PM in the office of the Director, ICAR Research Complex for NEH Region, Umroi Road, Umiam, Meghalaya 793103. Interested bidders or their authorized representative(s) may attend the opening. No enquiry or unlawful pursuance about the quotations will be entertained.
23. If the above mentioned closing and opening day of the tender happens to be non-working day, the tender will be received and opened on the following working day at the same time.
24. Other terms and conditions, as may be decided by the Competent Authority will be intimated from time to time, depending upon the conditions and requirement of the supply. The intimation in this regard shall be provided well in advance and the bidder/suppliers shall be bound by the said terms & conditions.
25. For any query/clarification, the undersigned may be approached at (Email) [kcjoshiicar@gmail.com](mailto:kcjoshiicar@gmail.com)/[aogaicarneh@gmail.com](mailto:aogaicarneh@gmail.com)/[storesection@yahoo.in](mailto:storesection@yahoo.in) on any working day (10.00 am to 4.00 pm).

*Please read the instructions carefully and enclosed all the relevant documents along with bid so that quotation is accepted by the Institute.*

Sd/-  
DIRECTOR



