



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



F. No. RC(S)134/2016

Dated: 2nd February, 2017

TENDER DOCUMENT

FOR

**PROCUREMENT OF MACHINERIES UNDER FARMER'S FIRST FOR ICAR,
RESEARCH COMPLEX FOR NEH REGION, UMIAM, MEGHALAYA.**

TENDER No: RC(S) 134/2016 : Date: 2nd February, 2017.
Date & Time for Submission of Tender : 23rd February 2017 upto 12.30 p.m
Date & time for opening of Tender : 23rd February 2017, 2016 at 2.30 pm.

Total No. of pages 05 (five)

mandatory kept in the Technical Bid only. Cheque/Bank Guarantee/fixed deposit receipt/ money orders/Cash etc. are not acceptable towards deposit of earnest money.

7. In no case Earnest Money will be accepted after opening of tender.
8. **Details of Earnest Money i.e. draft number and date should be indicated on the cover of the big envelope** otherwise the tender may not be received or opened and returned to the party. All Tenders should be sent by Registered Post. Tenders to be handed delivered should be put in the Tender box, kept in the office chamber of Chief Administrative Officer, ICAR Research Complex for NEH Region, Umiam, Meghalaya-793103 not later than 12:30 P.M. on 23rd February 2017. Tenders received after the due date and time shall not be considered under any circumstances.
9. On the date of opening, only Part-I (Technical Bid) will be opened. Part-II (Financial Bid) shall be opened subsequently only of those tender, whose Technical Bid qualifies as per the laid norms of this tender.
10. **Composition of Technical Bid –**
 - I. Profile & Track Record of the company
 - II. Document in support for Number of years in Machineries manufacturing/supply.
 - III. Document in support of last supply orders.
 - IV. Balance Sheet for last 3 financial years. Annual Turnover, which will be average of last three years on the basis of balance sheet.
 - V. Photo copy of PAN No. issued by Income – Tax Department. Photo copy of Service Tax/sale tax/VAT Registration etc. (If not applicable submit the relevant document).
 - VI. **Non refundable tender Document Fee of Rs. 500/- in the form of Demand Draft** from any Nationalized Bank drawn in favour of the Director, ICAR, Research Complex for NEH Region, Umiam, Meghalaya payable at Sate Bank of India, ICAR complex branch (If exempted/relaxed submit the relevant document in support of claim). **Refundable Earnest Money Deposit (EMD) of Rs. 3,000.00 (Rupees three thousand) in the Form of Demand Draft from any Nationalized Bank, drawn in favour of the Director, ICAR, Research Complex for NEH /region, Umiam, Meghalaya.** (If exempted/relaxed submit the relevant document in support of claim) **The Cost of the Tender paper as well as the Earnest Money along with all other Technical Details should be mandatory kept in the Technical Bid only. Non submission of the Bid Security with quotation shall make the quotation/ bid liable to be rejected.**
 - VII. **Furnishing of related documents like detailed specifications, technical literature, brand name, model and make, catalogue, authorization letter, Dealership Certificate, Manufacturing company registration certificate, product certification, price list (if any) etc. is mandatory, Dealership certificate/Agency Certificate for the manufacturer/ manufacturing firm should be enclosed if the rates are quoted by the Dealers/Agents. Failing which the quotation shall not be considered.**
 - VIII. **Up-to-date sale tax certificate, tax clearance, valid registration certificate are mandatory.**
 - IX. Other relevant technical documents/specifications in favour/ claim/ Support of equipments /machines if any may be submitted as additional with the technical bid.
 - X. **KHADC license.**
 - i. **The Firm/Agency run by the Non-tribal contractor's /firms/ companies/suppliers/stockiest/banded ware house/Private carriage**

contractors/Co-operative Societies etc. should produce Trading License issued by the KHADC (Govt. of Meghalaya).

- 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).

11. The supply is effected at DGS&D rate contract, wherever is applicable. The rate should be quoted for list of items as per the tender document.
12. The Buyer shall not be responsible for payment of transit insurance charges.
13. Payment shall be made on actual delivery in good condition and successful installation and demonstration (which should be free of cost and must be completed before payment).
14. All Bidders should mandatory give their current, PAN Card No., TDS& other Bank A/C details to enable the office for releasing the dues via e- payment basis.
15. Performance Bank Guarantee is required for all indigenous items also. For items less than Rs.50, 000, the amount should be 5% of the actual cost of the equipment and for items more than 50,000.00 the amount should be 10% of the actual cost of the equipment. The bank guarantee should cover the entire guarantee/ warranty period which should be of at least one year duration.
16. The selected tenderers must complete the supply/ installation/ demonstration within 20(twenty) days from the date of the supply/work is allotted.
17. The guarantee/ warrantee should be from the date of installation. All guarantee/ warranty services should be attended within a maximum limit of 15 days, failing which, proportionate deductions from the security deposit may be made at the discretion of the Institute.
18. The complete details regarding the Institutions/ Corporations/ Bodies, etc. where the Firm/ Dealer has made the supplies during the last 2/3 years should also be furnished, along with the supply orders.
19. The Bidders should mandatory provide their full Bank Details, PAN Card No. , IFS code No., and TDS so as to ensure e-payment to them directly on satisfactory completion of the Supply.
20. The Director, ICAR Research Complex reserves the right to reject any tender in part or full, without assigning any reason thereof.
21. Legal jurisdiction for all disputes shall be within the purview of the Shillong Court.
22. The bidders should mandatory sign on every page of the Tender Document, which would show their unconditional acceptance of all the terms and conditions of the Tender Document.
23. Tenders shall be opened on 23rd February 2017 at 2:30 pm, ICAR Research Complex for NEH Region, Umiam, Meghalaya – 793103. Interested bidders may attend the opening.
24. If the above mentioned closing /opening day of the tender happened to be non – working date due to Bandh/Strike as any other reasons, the tender will be received & opened on the following working day at the same time except on the 2nd (second) Saturday.
25. Other terms & conditions, as may be decided by the Competent Authority from time to time, depending upon the condition & requirement of the supply. The intimation in this regard, shall be provided well in advance & the bidder/ supplier shall be bound by the said terms & conditions.
26. For any query/ clarification, the undersigned may be approached at:

Contact address:

E-mail : kcjoshiicar@yahoo.in/ aogaicarneh@gmail.com/ storesection@yahoo.in



Sd/- S. V. Ngachan
DIRECTOR

Before quoting for the Tender, it is requested to kindly go through the Tender Document thoroughly and abide by all the Terms and conditions given. Non-Compliance of any of the T & C mentioned above, shall lead to non-consideration of the Bid and no request what so ever shall be considered under any circumstances.

APPENDIX- I

Equipments/machineries to be supplied at ICAR, Research Complex for NEH Region, Division of Agricultural Engineering		
Sl. No.	Name of the machineries with specifications	Quantity
1.	Grinder: Turmeric and ginger powder	1
2.	Electronic weighing balance (gm to 10kg)	1
3.	Juice extractor (Manual)	1
4.	Oven drier (15 trays)	1
5.	Refractor(0-60 Brix)	1
6.	Thermometer	2
7.	Stainless steel Strainer (20 cm dia)	5
8.	Stainless steel Strainer (30 cm dia)	5
9.	Knives (Stainless steel)	15
10.	Utensils (washing – basin, boiling pan utensil, stainless steel pan)	1
11.	Water supply (Pipes)	120m
12.	Water supply (Tap)	5
13.	Pressure cooker (15 L)	1
14.	Pressure cooker (20 L)	1
15.	Mix grinder	1
16.	Working table (width, 1m and length, 3m, Aluminium sheet cover)	2
17.	Bottle sealer (Manual)	1
18.	Heat sealing machine (Electric)	1
19.	Gas burner (Cylinder and Iron stand)	1
20.	Basket plastic	10
21.	Plastic crates	10
22.	Glass bottles (600-750 ml)	1500
23.	Glass jar (150-250 ml)	1500
24.	Plastic containers (250 ml)	1500
25.	Packaging material (Polyethylene)	10 kg
26.	Miscilenous (Stickers, Scissors, Solute tape, gums, staplers, markers, pens, etc)	-
27.	Racks (1 m width, 0.5 m thickness, 105 m height)	4

Sd/- S. V. Ngachan
DIRECTOR

