



REGIONAL CENTRE
ICAR-CENTRAL AVIAN RESEARCH INSTITUTE
Baramunda, Bhubaneswar, ODISHA- 751 003




No.CARI/ST/R-7/H-7/RC/15/2015-16

Date: 05.11.2015

TENDER NOTICE

Sealed tenders are invited from interested bidders/agencies for procurement of paddy Husk for Regional Centre, Central Avian research Institute, The rate should be for RC, CARI, Bhubaneswar For details please visit www.icar.org.in/cari/index.html. The interested bidders/agencies may download the tender form the website and submit the same along with requisite EMD. Sale of tender documents from 07.11.2015 to 27.11.2015 up to 17.00hrs (free of cost), Receipt of complete tenders/bids:27.011.2015 up to 15.00 hrs, opening of tender **28.11.2015 at 15.00hrs.**


(S. K. Mishra)
Principal Scientist & Head

Copy to:

1. Director, CARI, Izatnagar for kind information.
2. Head, ARIS Cell CARI, Izatnagar, U.P for web-publication and necessary action. please
3. Notice Board.

BY REGD. POST/SPEED POST

STANDARD BIDDING DOCUMENTS FOR LOW VALUE PURCHASE

CENTRAL AVIAN RESEARCH INSTITUTE
IZATNAGAR-243 122(U.P.)

No. CARI/ST/R-7/H-7/RC/15/2015-16/

Date: 05.11.2015

To

Dear Sir,

We have requirement of the goods & services as indicated below, tender for which will be opened at 15 hrs on **28.11.2015** (date) and you are invited to submit your most competitive quotation for the same. All the relevant details are given below.

- i) Description of the goods required and : As enclosed in Annexure-1
the required quantity
- ii) Guiding specification and other : As enclosed in Annexure-2
Technical details
- iii) Terms of delivery : **FOR REGIONAL CENTRE, CARI,**
Deliver at site, viz. **BHUBANESWAR, ORISSA**
- iv) Delivery period for goods : Within 40 days from the purchaser's
signing the Contract.
- v) Erection/installation and commissioning (if required, depending on the goods Ordered)
are to be completed within-days of delivery of the goods at site.
- vi) Terms of Inspection by purchaser's representative:
Indenting Officer
- vii) Training of purchaser's operator(s) for operating the goods ordered, as and if necessary:
_____operator(s) is/are to be trained for a period of.....weeks
at purchaser's premises/supplier's premises for successfully operating the goods
purchased. The training shall be completed byNA

viii) Price structure :

- a) The tenderer shall quote for the complete requirement of goods & services. And for the full quantity as shown against a serial number in the List of Requirements in Annexure-1, the tenderers are, however, free not to quote against all the serial numbers mentioned in the List of Requirements (in case there are more than one serial number in the List of Requirements).
- b) The rates and prices quoted shall be in Indian Rupees only.
- c) All duties, taxes and levies payable by the supplier under the contract shall be included in the quoted price. The purchaser will not pay any such duties, taxes and levies separately. However, Sales Tax, as legally and contractually leviable, will be quoted separately by indicating the nature and the current rate of Sales Tax, as applicable at the time of quoting. The Sales Tax will be paid extra at actuals at the time of supply; provided the transaction of sale is legally liable to Sales Tax and the amount of the Sales Tax is contractually payable. If the supplier in its quotation does not ask for Sales Tax extra, the same shall not be paid even if asks for the same at the later date.
- d) The rates and prices quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including statutory variations, if any. However, Sales Tax will be paid extra as per provision under Clause viii^o above.

ix) Receipt of goods and Terms of payment :

- a) Payment terms for supply of goods, including erection/installation and Commissioning (as and if applicable).

Immediately on receiving the goods at site, the purchaser will verify the quantities of the items supplied as specified in the delivery challan of the supplier and also check for any superficial damage etc. in the goods so supplied and issue a provisional receipt accordingly. If the goods supplied do not require erection/installation and commissioning at site, the purchaser, within three working days of issue of the provisional receipt, will issue acceptance certificate (of the goods) to the supplier, provided the goods supplied are acceptable in terms of the contract. However, if the goods supplied also need erection/installation and commissioning, the purchaser will issue acceptance certificate within two working days, after successful erection/installation and commissioning. The supplier will then send its invoice along with the purchaser's acceptance certificate and other accompanying documents to the paying authority for payment.

The paying authority will release the full payment to the supplier as due in terms of the contract, within seven working days of receipt of supplier's invoice, purchaser's receipt certificate and other accompanying documents, provided the same are in order.

- b) Payment for training of purchaser's operator(s), if applicable.

After release of payment to the supplier as per sub-para(a) above and after successful completion of training of the operator(s) in terms of the contract, the purchaser will immediately issue a certificate to this effect to the supplier. The supplier will thereafter send its invoice for training charges, along with the above certificate

to the paying authority. The paying authority will release the payment to the supplier in terms of the contract within seven working days of receipt of supplier's invoice provided the invoice and the accompanying documents are in order.

x) **Paying Authority :**

**Asstt. Finance & Accounts Officer
on behalf of the Director**

xi) **Liquidated Damage Clause :**

If any time during the performance of the contract, the supplier encounters Conditions hindering timely delivery of the goods, the supplier shall promptly inform the purchaser in writing the fact of the delay and the likely duration of the same. After receipt of supplier's communication, the purchaser shall decide as to whether to cancel the contract for the un-supplied portion after the existing delivery period, or to extend the delivery period suitably by issuing an amendment to the contract. If the supplier fails to deliver the goods and/or perform the services within the contractual delivery period for reasons other than circumstances beyond supplier's control (which will be determined by the purchaser) and the purchaser extends the the delivery period, the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the delivered price of the delayed goods or unperformed services for each week of delay or part thereof until actual delivery or performance. The maximum limit of such deduction will, however, be 10% (ten per cent) of the contract price of the delayed goods or services.

Further, during such delayed period of supply and/or performance, the supplier shall not be entitled to any increase in price and cost, whatsoever, on any ground. However, the purchaser shall be entitled to the benefit of any decrease in price and cost on any ground, whatsoever, of the goods & services, supplied during the period of delay.

The purchaser's letter (to the supplier, with copies endorsed to other concerned) extending the delivery period will be subject to the above conditions.

xii) **Warranty Clause : Manufacturer's standard warranty clause is acceptable.**

xiii) **Dispute Resolution Mechanism :**


If any dispute or difference arises between the purchaser and the supplier relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions. However, if the parties fail to resolve the dispute or difference by such mutual discussion within 30 days, either the purchaser or the supplier may give notice to the other party of its intention to refer the same to arbitration. The arbitration shall commence thereafter. The arbitration shall be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect will be as per the Indian Arbitration and Conciliation Act, 1996. The venue of the arbitration shall be the place from where the contract is issued.

2. You are also required to fulfill the following conditions and furnish the details as indicated in subsequent paragraphs.
 - a. At the time of awarding the contract, the purchaser reserves the right to increase or decrease by up to 25%, the quantity of goods and services as specified in the List of Requirements, without any change in the unit price or other terms and conditions.
 - b. Please furnish a certified copy of your latest ITCC (Income Tax Clearance Certificate).
 - c. Please indicate if you are currently registered with any Govt. organization and if registered, furnish all relevant details.
 - d. Please state whether business dealings with you presently stand banned by any Government organization and, if so, furnish relevant details.
 - e. A supplier shall not submit more than one quotation for the same set of goods.
 - f. The supplier shall at all times indemnify the purchaser, at no cost to the purchaser, against all third party claims of infringement of patent, trademark or industrial design rights arising from the use of the goods or any part thereof, with respect to the goods quoted by the supplier in its offer.
 - g. The quotation(s) as well as the contract shall be written in English language. All correspondence and other documents pertaining to the quotation(s) and the contract, which the parties exchange, shall also be written in English.

The quotation and all correspondence and documents relating to the quotation Exchanged between the bidder and the purchaser may also be written in Hindi language provided that the same is accompanied by an English translation, in which case, for the purpose of interpretation of the quotation, the English translation shall govern.
 - h. The contract shall be governed by the laws of India and interpreted in accordance with such laws.
 - i. The quotation/offer shall remain valid for acceptance for a period not less than 90 days after the specified date of opening of the offers.
3. The quotation shall be sealed in an envelope. The envelope shall be addressed to the purchaser and it should also bear the "Tender enquiry no. and the words "DO NOT OPEN BEFORE 15 hrs on _____ ("The time and date of opening of the tenders)". This envelope should then be put inside another envelope, which will also be duly sealed. The outer envelope will bear the full address of the purchaser. The supplier must ensure that its tender (i.e. quotation), duly sealed as above, reaches the purchaser at least one hour before the time and date of opening of tenders. The supplier may, at its choice, send the tender by regd. Post or by speed post. Alternatively, the supplier may also hand delivery the tender to the purchaser in which case the purchaser shall give the supplier a receipt, indicating the time & date of receipt of the tender.
4. The tenders, which are received late by the purchaser will be ignored. Further, the purchaser does not accept any liability and responsibility for the tenders in case the same are not properly sealed and marked and/or sent as above.
5. The tenders, which are received on time (as per para 3 above), will be opened at purchaser's office at 15 hours on _____ (date). The purchaser will open the tenders in the presence of the tender's duly authorized representatives, who choose to attend the tender opening.

6. The purchaser will evaluate and compare the quotations which are substantially responsive i.e. which are properly prepared and signed and meet the required terms, conditions, specification etc. The purchaser will award the contract to the supplier whose quotation will be determined to be responsive and offering the best evaluated price.
7. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation or annul the tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenders.
8. Please submit your quotation accordingly. You shall sign all the pages of your quotation. Your price quotation may be furnished in the format enclosed as Annexure-3. You are also required to return this original tender enquiry (all the pages), as it is, duly signed by you on every page, for our record. You may retain a photocopy of this tender enquiry for your record.

Encl : Annexure 1,2&3


(Signature of the Purchaser)

No. : Regional Centre, CARI,
Jokalundi, Infront of Kalinga Studio
Address : ...Bhutanagar-751003

Telephone No. 0674-23825, 238870

Fax No.....

NOTE:

Kindly furnish the following information along with your quotation:

Name of the Firm	A/C No. of of the Firm	Name of the Bank & Branch with Code where A/c exists	Whether Branch is CBS or not

LIST OF REQUIREMENTS

Serial No.	Description of goods and allied services	Amounting Unit	Quantity
<u>ENCLOSED</u>			

The envelope shall be addressed to the purchaser and it should also bear the "Tender enquiry no. and the words "do not open before 15 hrs on _____ (The time and date of opening of the tenders)".

Please specify the make and model for item No.1-2, and also attach relevant document/literature (if available) illustrating detail specifications of the product.

Special instruction (if any) _____

FORMAT OF PRICE QUOTATION

Serial No.	Description of Goods & allied	Specifications	Accounting Unit	Qty.	Quoted Unit Price in Rs.		Total amount in Rs.
					In Figures	In Words	

Grand Total Cost : Rs. _____

"Details of applicable Sales Tax to be paid extra and the current rate of the same :-"

We agree to supply the above goods & allied services. We confirm that the same will meet the description, specification and other technical details as required in the tender enquiry.

We confirm that we agree to all other terms and conditions of your tender enquiry including the terms of delivery, period of delivery and warranty provision.

We have furnished all the information, as required in the tender enquiry and attached the relevant documents.

(In case a tenderer desires to put some additional/modified stipulations, terms & conditions etc. the same may be clearly indicated).

We confirm that our offer will remain valid or acceptance for _____ days after the date of opening of tenders.

.....
.....
(Signature, name and designation of the authorized executive of the tendering firm)

For and on behalf of _____

(Name and address of the tendering firm)

(Seal of the tendering firm)

Date :

Place :

TERMS AND CONDITIONS

1. The bidder is requested to furnish bid security (EMD) for "procurement of Paddy-Husk " along with quotation for **Rs.6750/- (Rupees six thousand seven hundred fifty only)** in the form of FDR/TDR in favour of Director, CARI, Izatnagar, payable at SBI, CARI, Branch (7027). The EMD should remain valid for a period of 90 days from the date of opening of quotation. Without EMD, quotation shall not be considered.
2. Supply shall be completed within stipulated time given in quotation form. In case the supplier fails to complete the supply within prescribed time, the contract order can be terminated and the bid security (EMD) deposited for the same purpose will be forfeited.
3. Unsuccessful bidder's bid security will be returned/released within 30 days after award of contract to successful bidder.

4. Detail of bid security (EMD):

Number _____ Dated _____ Amount Rs. _____

5. Tin No. and Pan No. _____

6. Requisite information of Sr. No. 2 (a to i) of page 3 at the tender form should be furnished.

7. Details of accounts should be furnished as under:-


Name of the firm _____

A/c No. of the firm _____

Name of the Bank
And Branch with code,
where A/c exists _____

IFSC Code _____

Name & Signature
With seal of the Bidder


(Incharge), RC, CARI/
Asstt. Admn. Officer (Stores), CARI
