निदेशक, भारतीय अंगूर अनुसंधान केंद्र

ICAR-NATIONAL RESEARCH CENTRE FOR GRAPES
MANJARI FARM POST, PUNE - 412 307

निविदा संख्या 8/2017-2018

निर्देश, भारतीय अंगूर-अनुसंधान केंद्र, पुणे द्वारा पंजीकृत प्रतिनिधियों से अयोग्यितित खरीद / सेवा हेतु मुहरबंद निविदाओं आयोजित की जाती है।

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<th>सं.</th>
<th>वर्ण</th>
<th>ईमानदारी का मूल्य</th>
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<tbody>
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<td>1.</td>
<td>एक वर्ष की अवधि के लिए NRCG पर &quot;निर्माणी कर्मचारी&quot;।</td>
<td>रुपये 1,75,000.00 (उपरोक्त एक लाख पांच हज़ार हज़ार के)</td>
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निविदाओं के साथ निविदा प्रस्तुत, वेब साइट https://eprocure.gov.in पर उपलब्ध है। निम्नलिखित का लेख साइट http://nrcgrapes.nic.in पर मार्गदर्शन "How to submit bid for tender" के साथ उपलब्ध हैं। केंद्र अनुदानित न होने पर अवधारित है निविदा स्तर की जानी। उपरेता कार्य हेतु स्थायी तरह से अनुपस्थित अवधारित (हटा कर्मी) के साथ बंटनों सुरक्षा (दर्जनबेह) और निविदा शुल्क स्तर का होना चाहिए जो "आईएसआई गुणित- एनआरएस० फार्मा"।पुणे के पार निर्माण अग्रणी पूर्ण वेबसाइट से साथ हेतु बंटनों सुरक्षा (दर्जनबेह) अवधारित अवधारित दर्जनबेह से साथ हेतु बंटनों सुरक्षा (दर्जनबेह) अवधारित निर्माणी केंद्र जाने 04/01/2018 (मुख्य) को अपराह्ण 11:00 बजे से पहले पूर्ण जाने 06.01.2018 (शाखा) को बंटनों 11:00 बजे पर बंटनों जाने 06.01.2018 (शाखा) को बंटनों जाने। बंटनों सुरक्षा (दर्जनबेह) अवधारित अवधारित से साथ हेतु एक "ईमानदार" उपरेता भेंडे निविदा प्रस्तुत करने के लिए दिया गया मुहरबंद अप्रतिबंधित है।

जो केंद्रीय क्रय संगठन, राष्ट्रीय अनुसंधान केंद्र, अधिकारिक अनुदानित अवधारित संगठन या विनियम के साथ पंजीकृत हैं। उन्हें ईमानदार के लिए चुना गया है। पंजीकरण का प्रारंभ निविदा के साथ जाने 06.01.2018 (शाखा) को जाने।

जब बंटनों दो बंटनों अवधारित तकनीकी और विश्लेषण (का) तकनीकी बंटनों में सभी तकनीकी जानकारी वैश्विक नियम व शर्तों के द्वारा दिए गए है तथा (ख) विविध बंटनों मददवार वैश्विक क्रय का संरक्षण दोनों के लिए उल्लेख हो प्रतिबंधित किया जाना है। तकनीकी बंटनों और विश्लेषण बंटनों अवधारित नियमों पर रहनेवाला बंटनों मुहरबंद किया जाना चाहिए और इन दोनों के एक बड़े कार्य के रूप में मुहरबंद किया जाना है। तकनीकी रूप स्वीकृति प्रस्ताव की विश्लेषण बंटनों ही मुहरबंद दोनों जाने।

निदेशक, राष्ट्रीय अंगूर अनुसंधान केंद्र, पुणे, कोई कारण बताए निदेश, किसी भी या आप निविदाओं के स्वीकृत या अस्वीकृत करने का अधिकार आयोजित राज्य हैं।

[Signature]

सहायक प्राधिकारी
Assistant Administrative Officer
भारतीय अंगूर अनुसंधान केंद्र, पुणे-412307
ICAR-National Research Centre for Grapes, Pune-412307
TENDER No.8/2017 – 2018

Scaled tenders are invited from the registered firms for providing “Surveillance Coverage” at ICAR-NRC for Grapes, Pune for the period of One year.

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<th>Sr. No.</th>
<th>Description</th>
<th>EMD</th>
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<td>1.</td>
<td>Award of “Surveillance Coverage” at ICAR-NRCG for a period of one year.</td>
<td>Rs. 1,75,000.00</td>
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<td>(Rupees One Lakh and Seventy Five Thousand Only)</td>
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The Tender forms, along with Specifications are available at Web Site https://eprocure.gov.in. Link is available on our website http://ncrgrapes.nic.in along with step by step guide on ‘How to submit bid for tender. Tender is to be submitted online only. The Hard copy of Tender duly completed in all respects along with Demand Draft of Tender Fee and Bid Security (EMD) for above each item in the form of A/c. Payee Demand Draft drawn in favour of “ICAR UNIT - NRC FOR GRAPES”, payable at PUNE or Banker’s Cheque or Bank Guarantee from any of the Commercial Banks in the prescribed form should reach this office on or before 4.00 P.M. on 04.01.2018 (Thursday) which will be opened on 06.01.2018 (Saturday) at 11.00 A.M. The tenders without bid security will be rejected outright. The bid security (EMD) should be submitted separately and superscripted “EMD”. The payment made for tender forms is non-refundable.

EMD is exempted for those who are registered with Central Purchase Organization, National Small Industries Corporation (NSIC) or the concerned Ministry or Department. Proof of the registration should be submitted along with tender failing which the tender will be rejected.

Two bid viz. (a) Technical bid consisting of all technical details along with commercial terms & conditions and (b) Financial bid indicating item wise price for the item mentioned above are to be submitted. The technical bid and the financial bid should be sealed in separate covers duly super scribbled and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribbled. The financial bids of only the technically qualified offers will be opened for further evaluation.

The Director, National Research Centre for Grapes, Pune, reserves the right to accept or reject any or all the Tenders without assigning any reason thereof.

Assistant Administrative Officer

Assistant Administrative Officer
INVITATION TO TENDER AND INSTRUCTION CONTAINING TERMS AND
CONDITIONS GOVERNING THE SURVEILLANCE COVERAGE FOR PROVIDING
SERVICES AS PER ANNEXURE II & III (Surveillance Coverage) ATTACHED.

A. Cost of Tender from Rs. 500.00

B. Last date of receipt of Tender in Office on 04.01.2018 at 4.00 P.M.

C. Tenders (technical bids) to be opened at 06.01.2018 at 11.00 A.M.

D. Tenders to remain open for acceptance up to 90 days from the date of opening.

E. The Tender document is also available at our web site: http://nrcgrapes.nic.in.

NOTE:

1. The Director, ICAR-National Research Center for Grapes, P.B.NO.3, Manjari Farm Post,
   Solapur Road, Pune – 412 307, may at his discretion, extend this date by a fortnight and
   such extension shall be binding on 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.
Dear Sir(S),

1. Sealed tenders are hereby invited on behalf of the Director, National Research Center for Grapes, Pune, for contract of PROVIDING SURVEILLANCE COVERAGE FOR PROVIDING ALLIED SERVICES AT National Research Center for Grapes, Pune. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tenders forms and its schedules. Please submit your rates in the tenders form if you are in a position to furnish the requisite services in accordance with the requirements state in the attached schedules.

2. An earnest money of Rs. 1,75,000.00 (Rupees One Lakh and Seventy Five Thousand Only) must be deposited in the form of a Demand draft/paye order Payable Direct to Director of concerned institute. The particulars of the earnest money deposited must also be superscripted on the top of the envelope by indicating the draft/paye order number and date, failing which the tenders will not be opened. The tenders will not be considered if earnest money is not deposited with the tenders.

3. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of FMD will be forfeited by the institute. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the institute.

4. The Schedules of the tenders from should be returned intact and pages should not be detached. In the event of the space provided on the schedule from being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderor. In such reference to the additional pages must be made in the tenders form, if any modification of the schedule is considered necessary it should be communicated by means of a separate letter along with the tenders. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed otherwise the tenders may be rejected.

5. The tenders are liable to be ignored if complete information as required is not given therein or if the particular asked for in the schedules to the tenders is not fully filled in. Individual signing the tenders 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 of power of
attorney or (ii) constituted attorney of the firm if it is a company.
6. If tenderer does not accept the offer, after issue of letter of award by institute within 15
days, the offer made shall be deemed withdrawn without any notice & earnest money
forfeited.
7. In case of partnership firms, firms, where no authority has been given to any partner to
execute the contract/ agreement concerning the business of the partnership, the vendors
and all other related documents must be signed by every partner of the firm. A person
signing the tenders form or any other documents forming part of the contract on behalf of
another shall be deemed to warranty that he has authority to bind such other and if, on
enquiry it appears that the persons so signing had no authority to do so, the council/ instt.
Shall without prejudice to other civil and criminal remedies cancel the contract and hold
the signatory liable for all costs and damages. Each page of tenders and the schedules to
the tenders and annexures, if any, should be signed by the tenderer.
8. The original copy to the tenders is to be enclosed in double cover. The inner cover should
be sealed. The outer cover should be super scribed "THE SURVEILLANCE COVERAGE FOR PROVIDING SURVEILLANCE COVERAGE AT, National
Research Center for Grapes, Pune, address of this office and the tenderer shall place two
evelopes clearly marked containing technical bid and financial bid separately in the
main envelope. All Tenders should be sent by Registered Post. Tenders to be hand
delivered should be put in the tenders box, which will be kept in the, National Research
Center for Grapes, Pune, office of the not later than

9. The rates quote by each firm from job/service contract in tenders be given both in words
and figures failing which the same is liable to be rejected. Tenderer is at liberty to be
present or to authorize a representative to be present at the time of opening of the tenders.
The name and address of the representative who would be attending the opening of the
tenders on tenders behalf should be indicated in the tenders. Name and address of
permanent representative, of the tenderers if any, may also be indicated.

10. The institute is not bound to accept the lowest or any other tenders and reserve to itself
the right of accepting the tenders in whole or in part. You are however at liberty to
tenders for the whole or any portion 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.

11. An amount 5 to 10 % of estimated value of the contract as a security deposit for the
contract is to be deposited by the selected agency/ successful tenderer only after receiving
a communication from the Institute. In the event of non-deposition of the same, the
cash earnest money will be forfeited.

12. No interest on security deposit and earnest money deposit shall be paid by the institute to
the tenderer.

13. Service tax or any other tax applicable or made applicable after awarding the contract in
respect of this contract shall be payable by contractor and ICAR will be entertain any
claim whatsoever in this respect. However, the service taxes or any other tax, which is as
per the rules of the Govt., shall be deducted at source from monthly bills of the successful
tenderer, as per rules/instructions made applicable from time to time by government.

14. Director, institute 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.
15. Decision of Director, Institute shall be final for any aspect of 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, Institute. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.

16. Acceptance by the institute will be communicated by FAX/Telegram, Express 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/Telegram/Express letter etc. should be acted upon immediately.

17. The following documents/vouchers are required to be enclosed along with technical bid which are the same terms and conditions of the tenders document:-

a) Registration certificate of the firm under the work contract of the Govt. of NCT Delhi/State govt.

b) Minimum turnover of the firm not less than (Rs.50,00,000.00) (Rupees Fifty Lakhs Only) during the last financial year.

c) Last three years continuous experience of the firm in the field of providing such services in central Govt. establishments/Autonomous bodies of Govt. of India / Corporations of Govt. of India/reputed public or private organization provide the details in enclosed tabular form.

d) Certified Balance sheet of the firm for last year of the service contacts by the chartered accountant.

e) Duly certified copies of the satisfactory services where the Tenders is providing the services for the last three years.

f) Employee EPF registration certificate issued by local govt. etc.

g) Employee ESL registration certificate issued by local govt. etc.

h) Goods Service tax registration certificate issued by Govt. etc.

i) Successful Tenderer will have to enter into a detailed contract agreement with ICAR-NRCCG on non-judicial stamp paper of Rs.100.00 (Rs. One Hundred Only) for Surveillance Coverage.

j) Only those firms will be considered for financial bid who will qualify in the technical bid.

k) The contractor/agency must have a registration with the contract Labour (Regulation and Abolition) Act, 1970. The contractor shall obtain the labour license under this Act.

l) Nos. of staff/ supervisors registered under ESL & EPF separately. Minimum 50 Nos.(Staff/ Supervisors) required with their ESL & EPF contributions. Documentary proof of vouchers to be required and may be attached.

Note: - The technical bids and financial bids may be submitted in separate envelopes to be sealed and put in a main cover.

Yours faithfully,

For and on behalf of the Director
(ICAR-National Research Center for Grapes,
Manjari Farm, Pune Solapur Road- 412 307)

Assistant Administrative Officer

ICAR-National Research Center for Grapes, Pune-412307
TENDERS FOR THE CONTRACTOR FOR WORK CONTRACTS SERVICES CONTRACT FOR:

_________________________________________________________________________

Full Name & Address of the Tenderer in addition to Post Box No. if any, should be quoted in all communications to this Office.
Telephone No.
Telegraphic Address/FAX/ Cellular No:
E-Mail address
_________________________________________________________________________

From

_________________________________________________________________________

To,
ICAR-National Research Center for Grapes,
P.B.No.3, Manjari Farm Post,
Solapur Road, Pune - 412 307

I / we have read all the particulars regarding the General information and other terms and conditions of the contract for THE SURVEILLANCE COVERAGE CONTRACT FOR-------------and agree to provide the series as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in schedule -I to this Tender and I/we agree to hold this offer open till 90 days. The rates quoted will be valid for a period of one year in the event of award of the contract. I/We shall be bound by a communication acceptance dispatched within the prescribed time.

2. I/we have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.

3. The following pages have been added to and from a part of this tender----------
- The Schedules-I & II to accompany this Tender are at pages ---------------------

4. Every page so attached with this Tender bears my signature and the office seal.

5. Pay order / DD No. --------------- Of Rs. ----------- drawn in favour of (Director of the institute) and payable at----------is enclosed as earnest money required

Yours faithfully
Signature & Seal of the
Tenderer

Witness:---------------------------
Address:-------------------------

Telephone No. Office
Resi.

Occupation---------------------
Mobile

Signature of witness to contractor's signature

Address:

Name & Signature of Witness:

Address:
SCHEDULE TO TENDERS

PART - I

1. Name of the Firm/ Agency
2. Full address with Post Box No
   And Telephone No. if any

3. Constitution of the Firm/
   Agency (Attached copy)
   Indian Companies Act, 1956
   Indian Partnership Act, 1932
   (Please give names of Partners)
   Any other Act, if not, the owners

4. For Partnership firms whether
   Registered under the Indian
   Partnership Act, 1932, please
   State further whether by the
   Partnership agreement to arbitration
   Has been conferred on the partner
   Who has signed the Tender?
   i) If answer to the above is in negative
      Whether there is any general power
      Of attorney executed by all the
      Partner of the firm authorizing the
      Partner who has signed the tenders
      To refer dispute condemning business
      Of the partnership to arbitration.
   ii) If the answer to above is in point one
      And two the affirmative please furnish
      A copy of either the partnership
      Agreement or the general power of
      Attorney as the case may be. The copy
      Should be attested by a Notary Public
      Or its execution would be admitted by
      Affidavit on a properly stamped paper
      By all partner

5. Name and full Address of your
   Banker's

6. Your Permanent Income Tax No./Circle/Ward

7. Any other relevant information

PART - II

8. Earnest Money Deposited: Yes/No

PART - III

9. Name and Address of the firm’s representative
   And whether the firm would be representing at the
   Opening of the Tenders

10. Name of the Permanent Representative to be
    Visiting NASC and ICAR, Kirshi Bhawan regarding
    Date: -----------------------------
    Place: -----------------------------

AUTHORISED SIGNATORY
GENERAL INFORMATION & OTHER TERMS & CONDITIONS OF THE CONTRACT FOR PROVIDING SURVEILLANCE COVERAGE SERVICES

(ICAR-National Research Center for Grapes, Manjari Farm, Solapur Road, Manjari Farm, Pune-412 307)

Scope of work:

Assistant Administrative Officer:

[Signature]

ICAR-National Research Centre for Grapes, Pune-412307
Award of Surveillance Coverage at NRCG for a period of one year.

- Approx. 18 No. guards are required at office and vineyard of ICAR-NRC for Grapes.
- Rate must be quoted for one guard per month.
- Goods Service charges should be quoted separately.
- All the guards should be ex-servicemen.

Assistant Administrative Officer
ICAR-National Research Centre for Grapes, Pune-412307
TERMS & CONDITIONS:

1. The supporting / allied services staff should follow strict attendance and alternative arrangements are to be made by the agency whenever anyone of staff / supervisor is to be on leave under intimation to the office.

2. Changing of staff / supervisor should be intimated to I/e Farm / IC security respectively.

3. The Director, ICAR-NRCG, reserves the right to reject any or all quotations in whole or in part without assigning any reason therefore. The decision of Director, ICAR-NRCG, shall be final and binding on the contractor / Agency in respect of clause covered under the contract.

4. The staff provided should also maintain secrecy and discipline in the premises of institute.

5. The staff provided should be capable of reading and writing Hindi and English with a minimum qualification of Middle standard.

6. The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of ICAR-NRCG for the purpose. All complaints should be immediately attended to by the Agency.

7. Uniform with colour specifications and pattern approved by ICAR-NRCG should be supplied by the contractor to the workers at his own cost and it should be ensured that the working staff etc. are in proper uniform while on duty.

8. The agreement is terminable with one month notice on either side.

9. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.

10. The agency shall employ good and reliable persons with robust health of age group of 21 to 45 years. In case any of the personnel so provide is not found suitable by the council, the council shall have the right to ask for his replacement without giving any reason thereof and the agency shall on receipt of a written communication will have to replace such persons immediately.

11. The persons so provided by the agency under this contract will not be the employees of the council and there will be no employer - employee relationship between the council and the person so engaged by the contractor in the aforesaid services.

12. Payment for services contract will be made monthly upon submission of pre-receipted bill.

13. After physical inspection of the site, very detailed assessment/requirements of personnel for providing allied services at the ICAR-National Research Center for Grapes, shall have to be furnished alongwith the Tender. However, the Tenders should indicate only the lump sum amount in respect of all the services covered under this contract and that rates should not be proposed on the basis of manpower to be deployed under the contract. No request for alteration in the rates once quoted will be permitted within one year.

14. The rates to be quoted should include cost of each and every item including transportation cost, manpower cost and taxes etc. The ICAR-NRCG shall not bear any extra charge on any account what so ever i.e. EFT Contribution, Uniform, liveries, ODA, etc.

15. The contractor will discharge all his legal obligations in respect of workers / supervisors to be employed / deployed by him for the execution of the work in respect of their wages and service condition and shall also comply with all the rules, regulation, and provisions of law in force that may be applicable to them from time to time. The Contractor shall indemnify and keep indemnified the council from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligation under various laws. In case of any dispute, the decision of Director, ICAR-NRCG shall be final and binding on the contractor.
16. Income Tax will be deducted from the payments due for the work done as per rule.
17. They should not live their points unless and until the reliever comes for shift duties, supervisor will maintain all the registers, which are kept at concerned section.
18. Changing of Supervisor/Staff should be intimated to be Caretaker.
19. The contractor must employ adult labour only. Employment of child labour may lead to the termination of the contract.
20. The contract is subject to the condition that the tenderer will comply with all the laws and acts of central Govt. relating to this contract made applicable from time to time.
21. Risk Clause: ICAR-NRCG reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of his can be recovered from S.D. or pending bills or by raising a separate claim.

LIQUIDATED DAMAGES CLAUSE:

1. An amount equivalent to two days of contract amount, subject to a minimum of Rs.500.00 will be levied as liquidated damages per day. Whenever and wherever it is found that the work is not up to the mark in any section. If no action is taken the notice of the supervisory staff of the firm by ICAR-NRCG and if no action is taken within one hour liquidated damages clause will be invoked.
2. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately.

The Director, Institute reserves the right to reject any or all Tenders in whole or in part without assigning any reasons therefore. The decision of Director, institute shall be final and binding on the contractor/agency in respect of any clause covered under the contract.

*****

[Signature]
Assistant Administrative Officer
ICAR-National Research Centre for Grapes, Pune-412307
Details of the Minimum 3 years experience/ work done.

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<thead>
<tr>
<th>Sr. No</th>
<th>Name of the Dept./ Organization &amp; Name of contact Person with Ph. No.</th>
<th>Period</th>
<th>No. of staff deployed</th>
<th>Remarks</th>
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(Authorized Signatory)

FINANCIAL BID:

(This financial bid to be enclosed in a separate envelope with seal)

Last date for receipt of Tender : ---------------- (times)

Date of opening of Financial Bid : As per the intimation.

(Name and Address of the Institute)

Sir, We wish to submit our Tenders for THE SURVEILLANCE COVERAGE CONTRACT FOR PROVIDING

----------------------------------------------- on the following rates.

[Signature]

Assistant Administrative Officer
ICAR: National Research Centre for Grapes, Pune-412307