



# ICAR-Indian Institute of Seed Science

(Indian Council of Agricultural Research)  
Kushmaur, Mau 275 103 (UP), INDIA

Phone : 0547-2530386, Fax : 0547-2530325, E-mail: [admin.dsr@gmail.com](mailto:admin.dsr@gmail.com)



F.No.05-IISS/2016-17/S&P- 33

Dated: 16.02.2017

## **TENDER NOTICE**

On behalf of President, ICAR, the Director, Indian Institute of Seed Science, Kushmaur, Mau (UP) invites e-Tender through Central Public Procurement Portal <http://eprocure.gov.in> for purchase of Furniture from manufactures firm and reputed dealers. This is an online tender, where only e-Tender will be accepted and no offline/hard copies will be accepted.

**A DD of Rs. 1000/- for tender processing fee (non refundable) and EMD (for each items, as mention in tender document) should be paid by offline mode in shape of Demand Draft only which is payable to ICAR Unit DSR, Mau at Maunath Bhanjan. Two bid system will be followed for all items. Please quote the rate in Indian Rupees only.**

## **CRITICAL DATE SHEET**

<b>Published Date</b>	<b>: 17.02.2107 (10.00 AM)</b>
<b>Bid Document download/Sale start Date</b>	<b>: 17.02.2017 (10.00 AM)</b>
<b>Clarification Start Date</b>	<b>: 18.02.2017 (10.00 AM)</b>
<b>Bid Submission End Date</b>	<b>: 09.03.2017 (02.00 PM)</b>
<b>Bid Opening Date</b>	<b>: 10.03.2017 (02.00 PM)</b>

**Tender Fee and EMD submitted to *Director, Indian Institute of Seed Science, Kushmaur, Mau 275103 (UP)* by offline on or before Bid Submission End Date and time positively by post, otherwise respective tender will not be entertained.**

**(AJAY K. SONI)  
Administrative Officer**



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### SUB:-INVITATION OF TWO BIDS FOR TENDER FOR PROCUREMENT OF FURNITURES – REG.

Dear Sirs,

On behalf of President, ICAR, the Director, Indian Institute of Seed Science, Kushmaur, Mau (UP) invites e-Tender through Central Public Procurement Portal <http://eprocure.gov.in> for purchase of furniture from manufactures firm and reputed dealers. This is an online tender, where only e-Tender will be accepted and no offline/hard copies will be accepted.

- 1. Tender Processing Fee and Earnest Money (mentioned in Annexure-I) must be sent in the form of demand draft in favour of ICAR UNIT, DSR, Mau by offline in the name of Director, Indian Institute of Seed Science, Kushmaur, Mau 275103 (UP) on or before Bid Submission End Date and time positively by post, otherwise respective tender is not entertained.**
2. 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.
3. If the tenderer does not accept the offer, after issue of letter of award by Institute within 15 days, offer made shall be deemed to be withdrawn & earnest money forfeited.
- 4. FINANCIAL BID (Part B) shall consist of the Flat Discount Rate quoted by the bidder. Discount should not be linked with the quantum of the purchase order. All levies, taxes, packing, forwarding freight and insurance details, if any, should clearly be specified in the Financial Bid. No payment over and over the quoted details shall be made to the bidder.**
5. The tenderer should provide its full bank details (a/c holder name; a/c no.; name of the Bank & Branch; IFS Code, etc.) along with the Tender document for enabling the payments by e-mode.
6. There should be no legal suit/criminal case pending or contemplated against the Agency/ Supplier on grounds of moral turpitude or for violations of any of the laws in-force. Also, the firms should not have been Black Listed by any Govt. Department. The Tenderer must enclose this declaration at the time of submission of bid.
7. Any legal/ financial complication on account of infringement of any Patent/ Copyright/ Trademark, etc. or on account of any other factor, due to an act of commission or omission on the part of the Tenderer/ Firm shall be the sole responsibility of the Tenderer/ Firm and the Institute shall be indemnified from any such pecuniary loss. A certificate to this effect should be mandatory provided.
8. The supply should be made within the time frame mentioned in the Supply order. In case of any extension, prior approval of the office shall have to be taken. In case, the supply is not completed within the time limit, the supply order may be cancelled and the bid security may be forfeited.

9. Payment shall be made only on actual delivery in good condition. No advance or part payment request shall be made/ considered under any circumstances. Institute is not responsible for payment of transit insurance charges.
10. **All bidders shall give an undertaking that they fully and unconditionally agree to abide by all the terms and 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. OR ELSE they should sign and seal on every page of the Tender Document, which would show their unconditional acceptance of all the terms and conditions of the Tender Document.**
11. **Liquidated Damage Clause:** The purchaser is reserve all right to accept or deny to extension of delivery period. 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 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, after which the order will be treated, cancelled. The liquidated damage will also include damage due to delay in supply, installation and training. 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.
12. **Warranty Clause: Manufacturer's standard warranty clause is acceptable.**
13. **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.
14. **The firm whom the tender will be awarded, will have to deposit the performance security equal to 5% of the total amount tentatively arrived till such time the period of contract expires. If the supply/services are not found to be satisfactory, the performance security is liable to be forfeited.**
15. **Terms of delivery (at site): FOR at ICAR-IISS, Mau**
16. **Erection/installation and commissioning (if required, depending on the goods ordered): Completed within 07 (seven) days of delivery of the goods at site.**

17. The Institute will not be held responsible for any sort of postal delay received after stipulated date & time as specified above shall be deemed as summarily rejected.
18. ***The purchaser reserves the right to accept or reject any or all quotations at any time prior to or after supply order, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenders***

## 19. LIST OF REQUIREMENTS

S.No.	Name of items	Qty. needed	Bid Security (EMD) in Rs.
1.	Almirah	12	5,500
2.	Visiting Chair	05	1,000
3.	Office big Table	01	750
4.	High back Chair	06	2,700

### Clause:

- ✓ **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.**
  - ✓ **The quotation/offer shall remain valid for acceptance for a period not less than 90 days after the specified sate of opening of the offers.**
20. In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded for whatsoever reason(s), to honour the contract, the EMD/Performance security deposited would be forfeited.
21. **Essential documents required to be submitted on line:**
- **Annexure-I: Pre qualification criteria sheet**
  - **Annexure-II: Tender Acceptance Letter**
  - **Annexure-III: Compliance of Technical data Sheet with quoted Model/make as per Annexure-III**
  - **Annexure-IV: Bank detail**
  - **Annexure V: Certificate**
  - **Proof of Tender processing Fee deposition or Exemption Certificate**
  - **Proof of EMD deposition or Exemption Certificate**
  - **Firm registration certificate**
  - **TIN/VAT registration certificate**
  - **ITR of last two years**
  - **Boucher of quoted make and model along with their technical details**
  - **BOQ for price proof**

**The following documents are to be furnished for Pre qualification Criteria by the Tenderer along with Technical Bid as per tender document.**

<b>S. No.</b>	<b>Particulars</b>	
1.	Tender Fee	
2.	EMD enclosed or not	
3.	Signed and scanned copy of appropriate value of valid registration certificate	
4.	Pan No.	
5.	Tender Acceptance Letter	
6.	Signed and scanned copy of Income tax/VAT tax return/latest VAT clearance Certificate, TIN No. Certificate	
7.	Signed and scanned copy of completely filled Technical Verification data sheet must be submitted for each quoted configuration	
8.	Signed and scanned copy of make and model of all systems, sub systems and additional items should be mentioned in the technical bid and complete technical details should be provided in the form of Brochures and write-ups.	
9.	A certificate should be enclosed that fulfil all the work/supply order of respective department/ICAR institutes within time limit with satisfactory <b>(Annexure-IV)</b>	

**Certificate**

I have read and understood the Terms & conditions contained in the Tender Document governing in [www.seedres.in](http://www.seedres.in) and <http://eprocure.gov.in> and I agree to abide by the same and against which this technical bid is submitted.

**Signature of Tenderer**

**TENDER ACCEPTANCE LETTER**

**From:**

Full Name and address of the Bidder

To,

**The Director**

**ICAR-Indian Institute of Seed Science**

**Kushmaur, Mau – 275103 (UP)**

Dear Sir,

I submit the Price Bid for ..... and related activities as envisaged in the Bid document.

I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.

I offer to work at the rates as indicated in the price bid inclusive of all applicable taxes.

Yours faithfully

Signature of authorised Representative

**Compliance of Technical Data Sheet along with quoted model/make**

**S.No. 1. . Almirah**

Width×Depth×Height: 900-920 × 450-490 × 1800-2000 mm

Storage with 5 adjustable shelves; 3 way bolting device and 6 lever lock for safety, ready to use condition.

**S. No. 2. Visitor chair**

Chair seat: moulded foam; backrest & pneumatic height adjustment; swivel mechanism for complete 360 degree lateral movement & twin wheel castors

**S. No. 3 Office big table**

Width×Depth×Height

Overall: 2000-2055 × 1800 × 700-750 mm

Main Desk: 1800 × 900 × 700-750

Side Unit: 1700- 1800×600×650-675

Open rectangular section legs with open look, combination of metal and wood

**S. No. 4 High back chair**

Chair with ergonomic adjustments, option of seat depths, back tilt tension and adjustable arms

**Name of the Firm** :

**Registered/Postal Address:**

1.	<b>Phone number/Mobile number</b>	
2.	<b>E-mail Address</b>	
3.	<b>PAN No.</b>	
4.	<b>VAT/TIN no., if applicable</b>	
5.	<b>Bank Details :</b>  <b>Bank Name</b>  <b>Branch Address</b>  <b>Account no.</b>  <b>IFSC code</b>  <b>Type of account (Current/Savings)</b>	

**DECLARATION BY THE TENDERER**

1. I have read and understood the tender terms and conditions relevant to Tender Document
2. I have submitted the Technical Bid in accordance with the Terms and Conditions of the above Tender Document.
3. The information furnished in the Technical Bid are true and factual and I clearly understand that our tenders are liable for rejection, if any information furnished is found to be not true and not factual at any point of time.
4. I would abide by the terms and conditions governing this tender. In case if I fail to supply as per requirement, I would be fully responsible for all the consequences that may arise and IISS can exercise appropriate action like black listing in addition to forfeiting of EMD. I shall pay the difference of higher cost involved and other related expenses paid if any for supply of the product.
5. The Commercial Bid is separately submitted against this tender.

**SEAL & SIGNATURE OF TENDERER**



**CERTIFICATE**

This is to certify that our firm ..... is dealing with various organization of Central/State Govt./ICAR institutes form .....years. We have fulfil all the work/supply order of respective department/ICAR institutes within time limit with satisfactory.

(Name and address of the tendering firm)  
Seal & Sign of the tendering firm

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