



केंद्रात्मक कृषि वन्य-पौधे अनुसंधान संस्थान

केंद्रात्मक कृषि वन्य-पौधे अनुसंधान संस्थान, जहानपुर, उत्तर प्रदेश - 284003

ICAR - Central Agroforestry Research Institute

Near Pahuj Dam, Gwalior Road, Jhansi (UP) -284003

☎ : 0510 – 2730214, 2730154 Fax : 0510 – 2730364 Web : www.cafri.res.in



F. No : 3-13/2018-19

Dated: 28th August, 2018

NOTICE INVITING OPEN TENDER THROUGH E-PROCUREMENT FOR THE REPAIR OF SHADE-NET-HOUSE

The ICAR – Central Agroforestry Research Institute, Jhansi invite online Open tender enquiry in Two Bids Systems through e-tendering from reputed firms with adequate experience for supply / repair of Shade-Net-House. The details of the specifications, schedule of requirement, terms & conditions are given below :

TENDER NUMBER	3-13/2018-19 Dated 28 th August, 2018
TENDER FEES / COST	N/A
DESCRIPTION OF WORK	Repair work of Shade-Net-House at ICAR - CAFRI, Jhansi, Near Pahuj Dam, Gwalior Road, Jhansi.
TYPE OF TENDER	Two bid system (Technical & Financial)
DATE AND TIME FOR PUBLISHING	28.08.2018 at 14.00 PM
DOCUMENT DOWNLOAD START DATE AND TIME	28.08.2018 at 14.00 PM
DOCUMENT DOWNLOAD END DATE AND TIME	13.09.2018 at 15.00 PM
BID SUBMISSION START DATE AND TIME	28.08.2018 at 14.00 PM
BID SUBMISSION END DATE AND TIME	14.09.2018 at 15.00 PM
DATE AND TIME OF OPENING OF TENDER (TECHNICAL BID)	15.09.2018 at 15.00 PM
DATE AND TIME OF OPENING OF TENDER (FINANCIAL BID)	Will be notified after evaluation of Technical bids on our web-site www.cafri.res.in . Biding firm should mention their email id, phone no., Fax no. for information of date of opening of financial bid.
BID VALIDITY	120 days
EMD	Rs.10,000/-(Rupees Ten Thousand only) in the form of Demand Draft/ Banker's Cheque in favour of ICAR Unit, CAFRI, Jhansi payable at Jhansi.(no other mode will be accepted)
Submission of BID	Online bid (Technical & Financial) uploaded on CPP Portal (www.eprocure.gov.in/eprocure/app). Hard copy of EMD in acceptable form (DD/Banker's Cheque) must reached to Store-Purchase, ICAR - CAFRI, Jhansi before the bid submission closing date and time through Preferably Speed post / Registered post / Personnelly submitted in Store-Purchase Section. Note: As Institute is in remote locality and many courier services are not given their services daily for delivering the dak from our previous experience, due to which EMD are not reached in time at ICAR - CAFRI Jhansi.
Details of tender	Tender Documents and Notice is also available on CAFRI Website www.cafri.res.in . and CPP portal Id No. 2018_DARE_376988_1

Important Notes :

1. Tender Documents can be downloaded from ICAR - CAFRI, Jhansi website www.cafri.res.in OR from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enrol / register in the e-procurement module of Central Public Procurement Portal through the website: www.eprocure.gov.in. Bidders should also possess a valid DSC for online submission of bids.
2. Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.
3. ICAR - CAFRI, Jhansi reserves the right to accept/reject any/all tenders in part /full at any stage without assigning any reason thereof.
4. ICAR - CAFRI, Jhansi will not be responsible for any delay in enrolment/registration as bidder or submitting/uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website www.eprocure.gov.in and enrol their Digital Signature Certificate and upload their quotation well in advance.
5. Any changes/corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website & <https://eprocure.gov.in/eprocure/app> for updates.

Terms and Conditions of tender document :

1. **EMD amounting to Rs. 10,000/- (Rupees Ten Thousand)** through Demand Draft/ /Banker's Cheque in favour of "ICAR Unit - CAFRI" payable at SBI, Karari Branch, Jhansi should be sent through post / submit in person up to the last date & time of acceptance of bid to Store-Purchase Section, ICAR - CAFRI, Jhansi along with duly filled and signed GAR-43 form as attached with the tender document for refund of EMD and a scanned copy of the Demand Draft/Banker's cheque should be attached in online bid as mentioned under technical bid. The EMD of the unsuccessful tenderer shall be refunded after the finalization of the order. No interest shall be paid on EMD.
2. Bidder should prepare the EMD as per the instructions specified in the tender document. The original EMD should be sent by post/ submit in person to the Store Purchase Section, CAFRI, Jhansi latest by the last date & time of bid submission. Failure to deposit the earnest money (EMD) in Store-Purchase Section, ICAR - CAFRI, Jhansi up to due date and time through offline mode will lead to rejection of bid. The details of the DD/Bankers Cheque physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
3. No interest on Security Deposit and earnest money shall be paid by the CAFRI to the bidder/tenderer/agency.
4. **The consolidated amount to be charged has to be indicated in Indian Rupees in the Financial bid in .XLS format in BOQ of e-tendering. The conditional offer(s) shall, in no case, be accepted. The Institute shall not bear any extra charge on any account whatsoever.**
5. Service tax / GST, if applicable, will be liable to supplier / firm and same will be reimbursed against production on challan.
6. The Institute is not bound to accept the lowest or any other tenders and also reserve the right to accept the tenders in whole or in part.
7. The rates submitted by the tenderer shall not be allowed to withdraw. Non-accepting of supply order will be treated as failure on the part of tenderer & the Earnest Money/ Security Deposit/ Performance Security is liable to be forfeited.
8. Intending tenderers should have valid registration required for the above mentioned tender.
9. No advance or part payment will be made. Payment shall be made electronically only within a reasonable period after completion of the supply as per tender terms and conditions and after satisfactory verification of the installation by the indenter / concerned person/officer. Bank Account details for making e-payment must be provided along with the Bill.
10. The financial bid of only technically qualified firms will be opened.
11. The firm is being permitted to give tenders in consideration of the stipulations on the his part that after submitting his tenders, he will not resale from his offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the EMD will be forfeited by the CAFRI. 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, in the manner prescribed by CAFRI.
12. Rates are invited on FOR / FOB basis.
13. In import case(s) prices to be quoted on FOB only.
14. Agency commission must be clearly mentioned in the submission in respect of import consignment(s).

15. The unit conversion value (on date) of the foreign currency quoted should be mentioned.
16. In case of Letter of Credit (irrevocable) in favour of the principals, the supply / delivery period shall be as per the standard norms and for any kind of amendment(s) on the request of the Indian agent in the Established Letter of Credit the additional bank charges shall be deducted from the deposit of the authorized Indian agent / agency concerned.
17. Payment terms in respect of the bank charges (in and outside India) must be mentioned clearly.
18. Willingness of post sales services & post warranty services must be mentioned.
19. AMC during post warranty period must be undertaken at reasonable rate & must be mentioned in the tender separately.
20. Proper insurance of the consignment must be arranged by the supplier and it will be paid in INR after receiving the goods at destination of the consignee.
21. The supplier(s) / agencies must provide standard warranty / guaranty of the stores supplied and will be responsible for timely installation / free training wherever required, failing which this Institute will be free to avail the facilities from other sources at the cost of the supplier / agency concerned.
22. The Director, ICAR - CAFRI, Jhansi, reserves the right to reject any or all quotations in whole or in part without assigning any reason thereof at any stage. The decision of the Director, ICAR – CAFRI, Jhansi shall be final and binding on the Contractor/Agency/firm. Director, ICAR-CAFRI also reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the ICAR-CAFRI for any justifiable reasons, not mandatory to be communicating to the tenderer.
23. Decision of Director, ICAR - CAFRI, Jhansi shall be final for any aspect of the contract and binding to all parties. That if any dispute and difference arises between the firm / supplier and ICAR - CAFRI, Jhansi the matter will be referred to the Sole arbitrator who will be amongst the OIC (Store) / other concerned officer of ICAR - CAFRI, Jhansi, nominated by the Director ICAR – CAFRI, Jhansi. 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.
24. All disputes are subject to Jhansi jurisdiction only.

Sd/-
OIC (Stores)

Copy to: Nodal Officer, CPP Portal, ICAR – CAFRI, Jhansi for kind perusal please.

INSTRUCTION FOR ONLINE BIDS SUBMISSION :

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, Using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registration on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION :

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate Authority recognized by CCA India (e.g. Sify/TCS/nCode/eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their User ID/ password and the password of the DSC/e-Token.

SEARCHING FOR TENDER DOCUMENTS :

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender Schedules. These tenders can be moved to the respective My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

PREPARATION OF BIDS :

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents including the name and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF / XLS / RAR / DWF forms. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN Card Copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "MySpace" area available to them to upload such documents. These documents may

be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS :

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidders has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be sent by post/ given in person to the Store Purchase Section, ICAR - CAFRI, Jhansi latest by the last date & time of bid submission. Failure to deposit the earnest money in office up to due date and time through offline mode will lead to rejection of bid. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) A standard BOQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download to BOQ file, open it and complete the white coloured (unprotected) Cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidders should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers. Page 7 of 10
- 9) Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS :

- 1) Any queries relating to the tender document and terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 18030702232.

Technical bid Cover-I

Details of Online Bid Submission: Bids (complete in all respect) must be uploaded online in Two Covers as explained below:-

COVER- I Technical bid (Following documents to be provided as PDF file)		
S.N.	Content	File Type
1.	Name & Address of the firm, Telephone No, E-mail Id, Fax No (All the above mentioned details may be attached in .PDF file in firm letter head with signature & seal)	.PDF
2.	Scan copy of Earnest Money Deposit by way of Demand Draft/ /Banker's Cheque (no other mode will be accepted) Physically EMD must reach to Store Purchase Section upto last bid submission date.	.PDF
3.	Scan copy of 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	.PDF
4.	Scan copy of 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.	.PDF
5.	Scan copy of Registration certificate of the firm issue by the Govt. of India/State Govt	.PDF
6.	Scan copy of Permanent Income Tax No.Circle/ Ward (Individual/Firm/Company Name –clearly indicate)	.PDF
7.	Scan copy of GST No.	.PDF
8.	Scan copy of Service tax registration certificate issued by Govt. etc.	.PDF
9.	Scan copy of Name of the Representative to be visiting ICAR – CAFRI, Jhansi, regarding the contract.	.PDF
10.	Scan copy of complete bank details of bidder for e-payment	.PDF
Cover-II Financial Bid (Following document to be provided as .XLS file)		
1.	Price bid (BOQ) to be filled in .XLS format strictly as per proforma given	.XLS

All the documents and price bid (BOQ) has to be digitally signed by the bidder.

Sd/-
OIC (Stores)

Details & specifications for repairing of Shade-Net-House ;

Sl. No	Description	Qty. required
1	<p>Specifications for Repairing of Shade-Net-House</p> <ol style="list-style-type: none">1) Number of shade-net houses : three2) Dimension of each shade-net house: 25 m × 8 m × 3 m (l x w x ch).3) To providing and fixing of new good quality shade-net of required different category of shade on the existing structures for complete renovation.4) To provide and fixing new aluminium strips for fixing new shade-net by removing the old/damaged fixed aluminium strips and shade-net.5) Category of shade :<ol style="list-style-type: none">a) Net- house-1 to provide with 33% shade of incident light.b) Net-house-2 to provide with 50% shade of incident light.c) Net-house-3 to provide with 75 % shade of incident light.6) Colour of the shade-net: green7) To provide spare shade-nets of the three different category of shade (50 m x 8m for each category of the shade-net) and its price to be mentioned separately.8) The work should be completed within fifteen to twenty days from the date of supply order.9) The supplier should complete the work at their capacity and facilities like special arrangement for electricity at the site, manpower, boarding/lodging etc. <u>will not be done by the Institute (C.A.F.R.I., Jhansi) and the supplier should be responsible to arrange all such requirement if any.</u> <p>Warranty period to be mentioned</p>	03 No.

Kind Attention: Bidder should fill the details of DD/BC in the columns & also signature on Claimant's for returning of EMD affixing with Rs. 1 Revenue stamp.

ICAR – CENTRAL AGROFORESTRY RESEARCH INSTITUTE
Near Pahuj Dam, Gwalior Road, JHANSI-284 003 (UP) INDIA

GAR-43
[See Rule166(1)]
APPLICATION-CUM-BILL FOR REFUND OF DEPOSIT

Month
Bill No.....
Head of Account.....

Original Challan/DD/BC of Receipt No. & Date	Bank/Office in which deposited	Name of Depositor	Amount originally deposited

Received this.....day of.....20 the sum of Rupees..... being repayable on account release of deposit described above.

Claimant's Signature.....
(with revenue stamp affixed whenever necessary)

1. Received payment of Rs.....(Rupees) for arranging disbursal to Claimant(s)
2. Passed for payment of Rs.....Rupees.....

Date: Drawing & Disbursing Officer

For in pay and Account Officer in case of endorsement 1 above.

Admitted for payment of Rs..... (Rupees.....Payment by Cheque No.....

Date Finance and Account Officer

Delete whichever of endorsement 1 or 2 inapplicable.