

अनुरक्ष एवं अभियांत्रिकी इकाई, निदेशालय
MAINTENANCE & ENGINEERING UNIT, DIRECTORATE
भाकृअनुप- भारतीय कृषि अनुसंधान संस्थान
ICAR-INDIAN AGRICULTURAL RESEARCH INSTITUTE
नई दिल्ली-१२.
NEW DELHI-12.

No. 156-69/18-19ME Unit

Dated : 19.02.2019

ई- निविद / e- Tender Notice

e-Tender are hereby invited on behalf of the Director, IARI from the Contractors Registered with CPWD, MES, Railways, MCD, PWD or other Central/State Govt./Semi Govt. agencies. The contractor must have valid IT-PAN/VAT/TIN and GST registration number and having experience of Two similar nature of works in last three years for the work mentioned below :

S. No.	Ref. No.	Name of work & Location	Estimated cost put to bid	Earnest Money	Period of Completion	Last date & time of submission of bid, EMD, e-tender processing fee and other Document as specified in the press notice	date & time of opening of bid
1		3	4	5	6	8	9
1.	No. 156-69/18-19/ME Unit	Hiring of Helper for AR & MO of in 'M', 'F' & VSH type qtrs. at IARI, New Delhi-12.	Item Rate	Rs. 10,000.00	Twelve Months	Upto 14:30 hours on 18.03.19	21.03.19 at 15:00 hours

Online bids are invited by the Director, ICAR-IARI on behalf of Director, IARI for entering into Quotation for the Civil work from those firms who are dealing in line and having minimum three years experience for such in above nature of work in Government Organization/Institutions.

EMD of Rs. 10,000/ Rupees Ten Thousand Only) should be in the form of D.D./Pay Order/Fixed Deposit Receipt/Bank Guarantee from commercial bank drawn in favour of **Director, IARI** payable at New Delhi . The original EMD should be submitted to the Tender Inviting Authority on or before the last date and time of online bid submission. The details of D.D./Pay Order/Fixed Deposit Receipt/Bank Guarantee physically sent, should tally with the details available in the scan copy and the data enter during the online bid submission time otherwise the uploaded bid will be rejected.

The Online Tender Documents can also be view from the IARI Website www.iari.res.in. & www.eprocure.gov.in. **Demand Draft/Pay Order in favour of Director IARI for Rs.500/- (Rs. five hundred only)** must be submitted to the Tender Inviting Authority on or before the last date and time of online bid submission. The details of D.D./Pay Order/ physically sent, should tally with the details available in the scan copy and the data enter during the online bid submission time otherwise the uploaded bid will be rejected.

Asstt. Admn. Officer (Works)

No. 156-69/18-19/ME Unit

Name of the work: Hiring of Helper for AR & MO of in 'M', 'F' & VSH type qtrs. at IARI, New Delhi-12.

SCHEDULE OF WORK

S.N.	Particular	Qty	Unit	Rate	Amount
3.	Hiring of of helper (un-skilled) for inclusion of AR & MO of 'M', 'F' & VSH type qtrs. at IARI New Delhi with the seeparet of existing man power systuem at IARI through ME Unit, IARI New delhi-12.	02	each		
	Add EPF @ 13%	02	each		
	Add ESI @ 4.75 %	02	each		
	Add contractor Profit =	02	each		
	GST will be paid extra as per norms of the Ministry of Finance.				
	Gross Total				

Subject to the following terms & conditions:-

1. The work shall be executed as per CPWD specifications.
2. All the materials, labours, T & P etc. required will be arranged by the firms itself.
3. The agency shall deposit security@ 5 % of the sanctioned amount including EMD.
4. The Director, IARI has the right to reject any or all the quotations/tenders without assigning any reason.
5. Suitable uniforms, badges, I cards etc. shall be provided by the contractor at his own cost to the entire workers supervisor hired by him for the performance of contract.
6. Workforce, supervisory staff or any other person hired by contractor shall be compensated by him for the work done. The purchaser shall be fully indemnified of any liability towards such personnel.
7. Contractor will comply with the contract labour (regulation and abolition) Act, 1970 and the rule framed there under to and extend that the said act and the rules are applicable to the persons provided by him as aforesaid.
8. Contractor will be responsible to take care of all statutory requirements under the Provident Fund Act and Employees State insurance Act in respect of persons provided by him as applicable.
9. The contractor shall comply with the entire legal requirement for obtaining license under contract labour (R&A) Act 1970 as applicable.
10. The contractor shall abide by the provision of the minimum wages Act the contract labour (R&A) Act & other labour laws as applicable. The workesrs shall be paid as per the minimum Wages as applicable in NCT of Delhi from time to time.
11. That the contractor himself will be responsible/ liable for any type of statutory clamis or penalties in light of the default with reference to the above provisions.
12. The contractor shall maintain records of service rendered.
13. GST will be paid extra as per norms of the Ministry of Finance.
14. The purchase (IARI) reserves the right to disqualify such renderes who have a record of not meeting contractual obligations against earlier contract entered with the purchaser.
15. The Director, IARI reserves right to back list / forfeit the earnest money/ security deposit of tendered for suitable period in case he fails to honor the contract without sufficient ground.
16. The rates quoted by the agency shall remain firm till the completion of contract period and no escalation will be paid what so ever.
17. The contractor shall maintain the record of building material supplied to the worker for attending the relevant complaints.
18. The contractor shall pay the minimum wages i/c ESI & EPF as per the direction by the Govt. of NCT Delhi time to time for which the institute will pay on the produce of New wages sheet by the firm after obtaining fresh A/A & E /S.

(VIKAS KUMAR)
Juniar Engineer/ T-3

(Er. CHARAN SINGH)
Asstt. Chief Tech. Officer (Civil ME Unit)

Special Instructions to the Contractors/Bidders for the e-submission of the bids online through this e-Procurement Portal

1. Bidder should do Online Enrolment in this Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized Certifying Authorities such as eMudhraCA/GNFC/IDRBT/MtnlTrustline/SafeScript/TCS.
2. Bidder then logs into the portal giving user id / password chosen during enrolment.
3. The e-token that is registered should be used by the bidder and should not be misused by others.
4. DSC once mapped to an account cannot be remapped to any other account. It can only be Inactivated.
5. The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under My Documents option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
6. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.
7. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
8. If there are any clarifications, this may be obtained online through the e-Procurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online.
9. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/XLS/RAR/DWF formats. If there is more than one document, they can be clubbed together
10. Bidder should arrange for the EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date and time for the tender
11. The bidder reads the terms and conditions and accepts the same to proceed further to submit the bids.
12. The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
13. There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced. This will help in quick uploading even at very low bandwidth speeds.
14. It is important to note that, the bidder has to Click on the Freeze Bid Button, to ensure that he/she completes the Bid Submission Process. Bids Which are not Frozen are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.
15. In case of Offline payments, the details of the Earnest Money Deposit(EMD) document submitted physically to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected.
16. The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
17. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
18. At the time of freezing the bid, the e-Procurement system will give a successful bid updation message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no, date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.
19. After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.
20. Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.

21. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
22. The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.
23. All the data being entered by the bidders would be encrypted at the client end, and the software uses PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission and not viewable by any one until the time of bid opening. Overall, the submitted bid documents become readable only after the tender opening by the authorized individual.
24. During transmission of bid document, the confidentiality of the bids is maintained since the data is transferred over secured Socket Layer(SSL) with 256 bit encryption technology. Data encryption of sensitive fields is also done.
25. The bidders are requested to submit the bids through online eProcurement system to the TIA well before the bid submission end date and time (as per Server System Clock).

List of Documents to be scanned and uploaded within the period of bid submission:

1. Demand draft / Pay order / FDR / Bank Guarantee of any Scheduled Bank against EMD and Tender Fee.
2. Receipt of EMD & Tender Fee.
3. Certificate of Registration for GST, Sales Tax / VAT and acknowledgement of up to date filed return if required.
4. Employee ESI and EPF registration certificate issued by concerned Govt. Organization.
5. Copy of PAN.
6. 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. Copy of Registration to be enclosed.
7. Enlistment of CPWD, MES, Railways, MCD, PWD or other Central/State Govt./Semi Govt. agencies.
8. Experience of two similar nature of works in last two years..
9. Duly certified copies of the satisfactory services where the tenderer is providing the services for the last three years in Govt. Organizations only

Note: Other conditions for composite tenders and any special condition as applicable may also be added and Press Notice may be modified suitably by NIT approving authority.

MAINTENANCE & ENGINEERING UNIT
ICAR-INDIAN AGRICULTURAL RESEARCH INSTITUTE
NEW DELHI-12.

No. 156-76/18-19ME Unit

Dated :/.....2019

Prescribed format of receipt of deposition of original EMD/Tender Fee along with NIT:-

Receipt of deposition of original EMD (Receipt No...../date.....)

1. Name of work.....
2. NIT No.....
3. Estimated Cost.....
4. Amount of Earnest money deposit.....
5. Last date of submission of bid.....
6. Agency Name
7. EMD No. & Date
8. EMD Amount & Last Date
9. TENDER Cost
10. Fee No. & Date

(Tender Cell, ME Unit, IARI within the Period of bid submission. (The EMD document shall only be issued from the place in which the office of receiving division office is situated.) The EMD receiving Executive Engineer shall issue a receipt of deposition of earnest money deposit to the bidder in a prescribed format (enclosed) uploaded by tender inviting EE/AE in the NIQ/NIT.)

This receipt shall also be uploaded to the e-tendering website by the intending bidder upto the specified bid submission date and time.

Tender Cell, ME Unit

CERTIFICATE TO BE SIGNED BY THE TENDERER

CERTIFICATE

It is certified that I have read and understood and will comply with all instructions contained in Terms & conditions of this tender documents. All pages submitted with this tender documents from page _____ to _____ have been filled properly and signed with seal of the firm/company.

Signature of tenderer: - _____

Name in block letters: - _____

Name of firm: _____

Full address: _____

- i) Telephone No. _____
- ii) Mobile No. _____
- iii) Fax No. _____
- iv) Email id _____
- v) Website _____

Signature of Tenderer with office seal