



भाकृअनुप - सरसों अनुसंधान निदेशालय

ICAR-Directorate of Rapeseed-Mustard Research
(Indian Council of Agricultural Research)
Sewar, Bharatpur 321303 (Rajasthan), India

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F. No. 4-17/SP/08/Vol.II

Dated: 22-08-2019

**DATES OF THE E-PROCUREMENT WEBSITE TENDER OPENING AND CLOSING AND OTHER
RELATED DATES TO BE AS PER THE DATE OF THE E-PROCUREMENT WEBSITE**

**SUB: - TENDER FOR SUPPLY OF FOOD FOR VISITORS AT GUEST HOUSE AT ICAR-DRMR,
SEWAR BHARATPUR**

E-TENDER NOTICE No. - 06

Sr. No.	Name of Items	EMD
1.	TEA	Rs. 1000/-
2.	BREAKFAST	
3.	SNACK/HIGH-TEA IN EVENING	
4.	DINNER/ LUNCH	
5.	VIP DINNER/LUNCH	

Note:- E-Tender document can be obtained from website of e-Procurement <http://e-procurement.gov.in> without any charges. Tender form along with relevant detailed specifications and other terms & conditions related to the supply /payment etc. can be download from Online website <http://e-procurement.gov.in> free of cost. Tender document complete in all respects are to be submitted in two bids format Technical bid and Financial bid separately. **The Price of Indigenous items should be quoted for on FOR DRMR, Bharatpur basis & for Imported/ Foreign Origin equipment's should be quoted FOB basis strictly.** The complete Tender documents should be uploaded on the above website upto the date and time mentioned as per e-procurement website. The DD for EMD should reach to this office by post before tender opening date. Any queries regarding tender-notice can be made at the office during office hours. The Director, ICAR-DRMR, Sewar, Bharatpur reserves the right to reject any or all the tenders at his discretion without assigning any reasons whatsoever to any of the Tenderer concerned.

Yours faithfully,

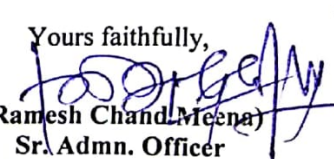
(Ramesh Chand Meena)
Sr. Admn. Officer
o/c. 4/8m

Terms and Conditions

1. The tenderer shall quote rates, which will include the delivery (Supply and installations) & other incidental charges. Taxes, if any, should be indicated separately.
2. The rates should be quoted as per the Financial Bid/BOQ format uploaded on the CPP Portal. Taxes, if any should be indicated separately. It must be noted that the contract shall be awarded to the firm which fulfils all the required specifications, terms and conditions and remains L-1.
3. The firm must also possess valid PAN No., TIN No. & GST registration number and a copy of all these must also be enclosed with the tender document.
4. The successful firm shall have to supply the item (from the date of confirmed supply order) **within 5 days or as mentioned in the supply order (P.O.)** and if the materials are not supplied and installed in time then EMD shall be forfeited. The rates quoted shall be valid for 6 months from the date of opening of tender.
5. No variation in terms of quality of the items shall be entertained or else EMD/Security deposited shall be forfeited. The Director, DRMR, Bharatpur shall have the right to reject all or any of the offers, accept more than one offer, and assign part of the job.
6. Merely quoting of lowest rates does not mean that order shall be given to that firm. The competent authority will finally decide on the basis of quality & performance of past installations.
7. The interested Firms are required to deposit (in original) an Earnest Money Deposit (EMD of the amount mentioned against each item in the form of Demand Draft from any of the Commercial Bank in favour of ICAR Unit-DRMR, Payable at Bharatpur may be addressed to Director, ICAR, DRMR, Bharatpur on or before bid submission closing date and time as mentioned in critical date sheet. No quotation shall be considered without the earnest money deposit. Demand Draft drawn in favour of any officer other than "ICAR-UNIT DRMR," payable at Bharatpur will not be accepted and the tender will be rejected. The earnest money will be refunded only after the finalization of the procurement and no interest will be paid on earnest money.
8. Rates once finalized will not be enhanced/reduced during the currency of the contract.
9. In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded, for whatsoever reason(s) honour the contract, the earnest money/performance security deposited would be forfeited.
10. The firm to whom the tender will be awarded, will have to deposit the performance security equal to 10% of the total amount at the time of installation of equipment. If the services are not found to be satisfactory, the performance security is liable to be forfeited. No interest will be paid on performance security.
11. If any dispute(s) arises between ICAR-DRMR, Sewar, Bharatpur and the firm with reference to the contract, ICAR-DRMR, Sewar, Bharatpur will decide it and its decision will be binding on the firms.
12. **Bid Validity: 90 days.** The contract will be given to Least one (L1).

S. No	Name of items	Specifications	Qty	Rate
1.	Tea	Must be of decent quality and not skimmed milk	For one person	
2.	Breakfast (any item from 1. To 4.) with curd (1 small bowl)	1. Stuff Parantha (Aloo/Pyaj/Gobhi/Mooli etc. as per season and requirement by guests) with curd 2. Poori Sabji with curd 3. Plain parantha Sabji with curd (1 small bowl) 4. any other options available at the same price as per the firm's wish		
3.	Snack (high-tea) during evening tea-break -(any item from 1. To 4.) with Tea	1. Pakoda (pyaj, aloo, gobhi etc) and tea 2. Sandwich/toast and tea 3. Kachodi and tea 4. any other options available at the same price as per the firm's wish with tea		
4.	Lunch/Dinner	Roti/Poori + One Sabji (seasonal vegetable or mix-veg) + Dal/chola/rajma/chana/kadi pakoda etc+ Rice+ salad+ pickle+ raita		
5.	Special Dinner/lunch for VIP guests	Roti/Poori + Sabji (seasonal vegetable or mix-veg) + Dal/chola/rajma/chana/kadi pakoda etc+ Paneer sabji + Raita + sweets (2 gulab jamun/ ice-cream etc) Rice+ salad+ pickle+ papad		

1. The service provider shall provide food for the visitors (Staff, guests, farmers, trainees etc.) at the guest house. The number of visitors may vary from no visitors (or one visitor) to 100 visitors (0 to 100) depending upon time and season. Trainings are conducted at regular intervals at this directorate for trainees usually in batches of 30 to 60. However this is not a year round phenomena and trainings usually occur for a week or 2 weeks and for around 30-40 participants with total number of trainings occurring from 6 to 10 or more times in a financial year as per demand funding etc.
2. The Guest House breakfast Lunch Dinner etc. shall be provided after assessing the quality of the food that shall be provided by the firm. One day exhibition (demonstration of the food and cooking at the guest-house for breakfast, lunch and dinner) shall also be held in order to check the quality of food etc. by a committee. The firm must have its office in Bharatpur.
3. A three monthly (every 3 months) checking of quality of Services provided shall be done. If any type of laxity is found on part of the firm with respect to the quality of food, General hygiene, Sanitation, Cleanliness of kitchen and the dining area then serious action shall be taken which may include termination of the contract at any stage and also confiscation of security money.
4. Also in case of good service standards the contract may be extended for a further period of one year provided the firm agrees to provide the service at previous rates on the same terms & conditions. Ensuring of clean and hygienic surroundings around the guest house (for which sweepers and cleaners are already provided for by the directorate) and the proper disposal of waste shall also be done by the firm.
5. Kitchen, Utensils, Refrigerator (1 unit), and Burner etc. are already available at the Guest House and must be maintained and returned in functional and working condition at end of the contract period. If the firm wishes to use any extra utensils and appliances if need be, then the expenses incurred for the same shall be borne by the firm itself.
6. Also all other consumables like LPG gas, tissue paper, table salt etc at dining table, toothpick and any other item deemed to be a part of any good dining facility must be provided by the service provider at no extra charges and it shall be the duty of the service provider to ensure continual supply of such items at the guest house.
7. The bidder may contact official numbers of this directorate for any clarification with respect to the terms and conditions of the rate-contract.

Yours faithfully,

(Ramesh Chand Meena)
Sr. Admn. Officer
a/c. ARB

Technical Bid

(A) TENDER ACCEPTANCE LETTER

(To be given on Company letter head)

Date:

To,
The Director,
ICAR-DRMR,
Sewar, Bharatpur, Rajasthan 321303

Sub: Acceptance of terms and Conditions of tender

Tender Reference No:

Name of the Tender/work: -

Dear Sir,

I/we have downloaded the tender document for the above mentioned tender/work from the website

(s) Namely:

As per your advertisement, given in the above mentioned website(s).

I/we hereby certify that I/we have read the entire terms and conditions of the tender documents including all documents like annexure(s), schedules(s), etc., which form part of the contract agreement and i/we shall abide hereby the terms/ conditions/clauses contained therein.

The corrigendum(s) issued from time to time by your department/organization too has also been taken into consideration, while submitting this acceptance letter.

I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.

I/we do hereby declare that our Firm has not been blacklisted/debarred by any Govt. Department/Public Sector Undertaking.

I/we Certify that all information furnished by our firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Your faithfully,

(Signature of the Bidder, with Official seal)

(B.) Technical Bid - DOCUMENTATION COMPLIANCE

Scanned copy of all necessary documents duly self-attested must be uploaded for the purpose of Technical Evaluation in the exact sequence as provided below with page numbers.

S.N.	Documents Strictly as per detailed below	Attached Yes/no	Page No.	Particulars
1.	Scanned Copy of DD (EMD)			
2.	Firm Registration Certificate (Copy)			
3.	GST Registration (Copy)			
4.	PAN Card (Copy)			
5.	Details of past experience of providing food at guest house at govt. organization/PSU/Autonomous bodies			
6.	List of institutions to which supplied in last three (03) years along with documentary proof			
7.	Attested copy of income tax & sales Tax Clearance Certificate (up to date)			
8.	Turnover of last three (03) Financial Years/Audit Reports			
9.	Balance sheet last 3 financial year			
10.	Authentic Price Proof (a declaration that the price quoted is authentic and in no way has any hidden costs and is the lowest price and the firm will not supply the items at a lesser cost to any other organization)			
11.	Non-black listing undertaking on non-judicial stamp paper that they nor their principal publishers/suppliers have been blacklisted by any state/Central University/Government departments/other organizations.			
12.	Duly filled & Signed Tender Acceptance Letter			
13.	Duly Signed & Stamped Tender Document			

Date:

Place:

AUTHORISED SIGNATORY & STAMP

(C) Technical Bid - SPECIFICATIONS COMPLIANCE

Desired Specifications	Specification provided by the firm	Compliance with the desired specifications (Yes/no)	Improvement variations any over the desired specifications