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**भाकृअनुप - सरसों अनुसंधान निदेशालय**  
**ICAR-Directorate of Rapeseed-Mustard Research**  
**(Indian Council of Agricultural Research)**  
**Sewar, Bharatpur 321303 (Rajasthan), India**



F. No. 4-426/SP/Training/19

Dated: 23-01-2020

**TENDER FOR SUPPLY OF TRAINING KIT BACKPACK/BAG & IPM KIT FOR TRAINING ITEM.**  
**DATES OF THE E-PROCUREMENT WEBSITE**

**E-TENDER NOTICE No.- 18**

Sr.No.	Name of Items	EMD
1.	Backpack Training Kit	Rs. 1000/-
2.	IPM Kit 10 items	
3	IPM Kit 12 items	

**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.



### **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).



## Technical specification: -

Sr. No.	Name of Items	Qty.	Estimated approx. cost ₹
A.	<b>Backpack Training Kit</b> 1.Bag/Backpack 2.Pen (Cello butter-flow or equivalent) 3.Slip Pad/Note pad 4.Photo folder 5.DVD R/W	1each	
B.	<b>Integrated Pest Management Kit 10 item</b>	1each	
C.	<b>Integrated Pest Management Kit 12 item</b>	1each	

Sl.	Item Name	Specification
1.	<b>Bag/Backpack</b>	Size 18x12x6(LWD) 4 compartment with chain-box
2.	<b>Pen</b>	Cello butter-flow or at least equivalent in quality, look, feel, finish, nib/ballpoint size, ink, etc. as per relevance.
3.	<b>Slip Pad/Note pad</b>	Size No. of pages
4.	<b>Photo folder</b>	Size Build quality/Material
5.	<b>DVD R/W</b>	with jewel case

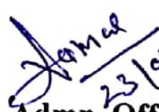
<b>IPM kit 10 items set</b>	<b>IPM kit 12 items set</b>
<ol style="list-style-type: none"> <li>1. Kitbag</li> <li>2. Sweep-net with handle</li> <li>3. Hand-gloves</li> <li>4. Writing pad</li> <li>5. Insect chart</li> <li>6. Pen-pencil(mechanical)</li> <li>7. Cap</li> <li>8. Polythene bag for insect</li> <li>9. Rubber band</li> <li>10. Magnifying glass</li> </ol>	<ol style="list-style-type: none"> <li>1. Kitbag</li> <li>2. Sweep-net with handle</li> <li>3. Hand-gloves</li> <li>4. Writing pad</li> <li>5. Insect chart</li> <li>6. Pen-pencil(mechanical)</li> <li>7. Cap</li> <li>8. Polythene bag for insect</li> <li>9. Rubber band</li> <li>10. Magnifying glass</li> <li>11. Mask</li> <li>12. Goggles</li> </ol>

1. The specifications for the items should not be compromised such that inferior quality products are provided. **Samples of each of the items should be sent to this directorate and a committee will assess the quality of the products and only then the financial bid of the concerned firm shall be opened.**



2. The directorate reserves the right to reject the items based on the quality inspection. Only those firms who qualify in the technical round (that is the Technical documentation compliance as well as the Quality of products provided) shall be considered for the final round that is the financial Bid in which rates of the items shall be assessed to find the L1.
3. The brands provided in the column are named because these have been considered as bench marks for the design, quality, nib point size and various other qualitative and quantitative attributes of the product and in no way are meant to favour any particular make, model or brand. A product with better quality can be provided for a lesser price and if the item is qualified by committee based on quality then the item can be considered at the same price.
4. The trainings are done on short notice and for very short duration of 3-5 days. Since the items are required on short notice, firms must insure **delivery within a short span of time (maximum 5 days)**. Also replacement of items (if quality not up to the mark) must be done within 3 days. And replacement etc should be taken as exceptional cases under certain unavoidable circumstances and shall not be taken as normal routine habit.
5. **Perfect quality, quantity & timely delivery at short notice (within 5 days of the supply order on email) are a Must.** The bags are being purchased for distribution to the participants and any delay will leave the items useless. **In fact, a buffer stock may be provided of 30 units in our store itself if possible. This would be used in case of any delay in delivery or replacement of faulty items.** However, the consumption of the items of buffer stock cannot be guaranteed and the leftover stocks shall be surrendered at the end of the financial year.

Yours faithfully,

  
23/01/2020  
Sr. Admn. Officer



## 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 stationary or any such item similar to IPM kit			
6.	List of institutions to which supplied the items along with documentary proof			
7.	Attested copy of income tax & sales Tax Clearance Certificate (up to date)			
8.	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)			
9.	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.			
10.	Duly filled & Signed Tender Acceptance Letter			
11.	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)	Improvements/ variations if any over the desired specifications

**(D) Financial Bid Price – Bid Should Be Uploaded Only In BoQ.**