



# भा०कृ०अनु०प - राष्ट्रीय याक अनुसंधान केन्द्र

ICAR - NATIONAL RESEARCH CENTRE ON YAK

दिरांग-७९०१०१, पश्चिम कामेंग जिला, अरुणाचल प्रदेश, भारत

DIRANG-790101, WEST KAMENG DISTRICT, ARUNACHAL PRADESH, INDIA



File No: 4(12)/2016-PS/4444

Date: 03.02.2020

## **NOTICE FOR INVITING TENDER (NIT)**

The Director, ICAR-National Research Centre on Yak, Dirang-790101, West Kameng District, Arunachal Pradesh invites e-tenders through e-procurement website <https://eprocure.gov.in/eprocure/app> under two bid system from eligible and qualified Bidders / Manufactures / Authorized Dealers or Agents for procurement of **"Cream Separator, Manual"** at ICAR-NRC on Yak, Dirang-790101, West Kameng District, Arunachal Pradesh.

The **CRITICAL DATE SHEET** of e-tender is given below:

Publication Date	12.02.2020 at 9:00 AM
Document Download/ Sale Start Date	12.02.2020 at 9:00 AM
Bid Submission Start Date	12.02.2020 at 9:15 AM
Bid Submission End Date	03.03.2020 up to 5:00 PM
Bid Opening Date	04.03.2020 at 10:00 PM
Address for Communication	The Director, ICAR-National Research Centre on Yak, West Kameng District, Dirang, Arunachal Pradesh-790101 Phone No. 03780-242259, 242387

Sd/-  
ADMINISTRATIVE OFFICER

## SECTION-I GENERAL INSTRUCTIONS TO BIDDERS (GITB)

1. Tender documents can be downloaded from the ICAR-NRC on Yak, Dirang, Arunachal Pradesh website <https://www.ncry.icar.gov.in> or from the e-Procurement website of Central Public Procurement Portal <https://eprocure.gov.in/eprocure/app>. Bidders should enroll/register in the e-procurement module of Central Public Procurement Portal through the website <https://eprocure.gov.in/eprocure/app> for participating in the bidding process. Bidders should also possess a valid Digital Signature Certificate (DSC) for online submission of bids.
2. The Bidder(s) may note that **ONLINE BIDS will ONLY be accepted**. All the requisite supporting documents as mentioned in the bid document should and must be uploaded on-line <http://eprocure.gov.in/eprocure/app>. **Manual / Offline bids sent through FAX, E-mail, by hand and/or by post shall not be accepted under any circumstances.**
3. Tenders/bidders are requested to visit website <https://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
4. The bidders may submit duly filled and completed bidding document **ONLINE** as per instruction contained in the bidding documents. Incomplete bid shall be rejected.
5. In case, holiday is declared by the Government on the day of opening the bids, the bids will be opened on the next working day at the same time. The Director, ICAR-NRC on Yak, Dirang, Arunachal Pradesh reserves the right to accept or reject any or all the tenders.
6. ICAR-NRC on Yak, Dirang 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 [URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) and enroll their Digital Signature Certificate and upload their quotation well in advance.
7. Any change/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 for updates.

### 8. **TENDER CURRENCIES:**

- 8.1. The price of the equipment should be quoted in **INDIAN RUPEES (₹) ONLY** for indigenous or imported goods for supply at ICAR-NRC on Yak, Dirang.
- 8.2. The quoted price should be inclusive of all taxes, charges including freight/ transportation, custom duty, excise duty, commission & clearing charges (for imported goods only), installation, etc. No any other charges would be paid to the bidder in any circumstances.

### 9. **Tender Fee (Non-Refundable):**

- 9.1. The interested Bidders/ Tenderers are required to deposit **Tender Fee of ₹ 1,000/- (Rupees one thousand only) to Institute's bank account THROUGH CORE BANKING TRANSFER/ RTGS/ NEFT/ BANK CHALLAN on or before last date and time of Bid Submission**. The signed and stamped, scanned copy of Bank Challan/ Receipt/ Counterfoil, etc. in PDF form should be included in Cover-I of the E-tender. **The bids/offers without tender fee will be rejected.**

- 9.2. **The Bank Accounts details of the Institute are as below:**

<b>Bank Name</b>	<b>State Bank of India</b>
<b>Bank Branch</b>	<b>Dirang Branch (06010)</b>
<b>Account Number</b>	<b>11862656313</b>
<b>Account Name</b>	<b>ICAR Unit NRC on Yak, Dirang</b>
<b>IFS Code No</b>	<b>SBIN0006010</b>
<b>MICR Code No</b>	<b>784002519</b>

## 10. **Bid Security (EMD):**

- 10.1. The interested bidders/ tenderers are required to deposit **Bid Security (Earnest Money Deposit) of ₹ 20,000/- (Rupees twenty thousand only) to Institute's bank account THROUGH CORE BANKING TRANSFER/ RTGS/ NEFT/ BANK CHALLAN on or before last date and time of Bid Submission.**
- 10.2. **Bid Security (EMD) may also be deposited** in the form of **Bank Guarantee/ Fixed Deposit Receipt** from any of the Commercial Banks in favour of **ICAR Unit-NRC on Yak, Dirang** and addressed to **the Director, ICAR-National Research Centre on Yak, West Kameng District, Dirang, Arunachal Pradesh-790101** and should be reached in original at this Institute **on or before last date and time of Bid Submission**. The scanned copy of the same in PDF form should be included in Cover-I of the E-tender. **The bids/offers without Bid Security (EMD) will be rejected.**
- 10.3. Bidder shall not be permitted to withdraw his offer or modify the terms & conditions thereof. In case the bidder fail to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of Bid Security (EMD) will be summarily rejected.
- 10.4. In case of bidder/ firm is registered with Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department, shall be exempted from the payment of Bid Security (EMD). In such case, copy of the certificate showing registration with the above mentioned institutions to be uploaded in Cover-I of the e-tender in PDF format. However, in the event that a firm that has claimed Bid Security (EMD) exemption turns out to be Lowest One (L-1), the firm will have to deposit the requisite Performance Security and no exemption will be given in that case.
- 10.5. The Bid Security (EMD) will be forfeited, if the bidder/tenderer withdraws or amends its Bid or impairs or derogates from the Bid in any respect within the period of validity of its Bid.
- 10.6. The Bid Security (EMD) will be returned to the unsuccessful bidders without any interest only after finalization of the tender process.

### **NOTE**

**At the time of submitting the e-Tender, the Bidders/ Tenderers are advised to select the payment option on e-Procurement Portal as 'OFFLINE' to pay the requisite Tender Fee and Bid Security (EMD) as applicable.**

## 11. **Bid Validity:**

- 11.1. **180 days** from date of opening of the tender. Any Bid valid for a shorter period shall be treated as unresponsive and rejected.

## 12. **Submission of e-Tender:**

- 12.1. The tender shall be submitted online in two part viz. Technical Bid and Financial Bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.
- 12.2. **The tender/ bid submitted through offline mode by Telegram/ Fax/ Email/ Speed Post/ By Hand, etc. shall not be considered. No correspondence will be entertained in this matter.**
- 12.3. Document Comprising the Bid (The firms are required to upload scanned copies of the following documents):-

**(A) TECHNICAL BID (COVER-I):**

<b>Sl. No.</b>	<b>Contents</b>	<b>File Type</b>
(i)	Scanned copy of Bank Challan/ Receipt/ Counterfoil, etc. (duly singed and stamped by the concern bank) for depositing Tender Fee and Bid Security (EMD) or its exemption, if any.	.pdf
(ii)	Singed and stamped, scanned copy of valid Trading Licence /Registration Certificate of the firm issued by Appropriate Authority.	.pdf
(iii)	Singed and stamped, scanned copy of <b>[1]</b> PAN Card; <b>[2]</b> GSTIN and <b>[3]</b> Income Tax Return Acknowledgment for last three years.	.pdf
(iv)	Duly filled, singed and stamped, scanned copy of <b>[1]</b> Bid/ Tender Submission form as per <i>Annexure-I</i> ; and <b>[2]</b> Contract Form and Undertaking as per <i>Annexure-II</i> .	.pdf
(vii)	Signed and stamped, scanned copy of technical specifications of offered equipment as per <i>Annexure-III</i>	.pdf

**(B) FINANCIAL BID (COVER-II):**

<b>Sl. No.</b>	<b>Contents</b>	<b>File Type</b>
(i)	Price Bid (BoQ) to be filled in Excel format as per instructions given in price bid.	.xlsx
<b><u>NOTE</u></b>  <b>The rates should be quoted as per the BoQ uploaded on the e-Procurement Portal. The bidders are advised to download this BoQ.xlsx as it is and quote their offer/rates in the permitted column and upload the same in the Financial Bid (Cover-II). The Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and Bid Security (EMD) would be forfeited and tenderer is liable to be banned from doing business with ICAR-NRC on Yak, Dirang-790101, Arunachal Pradesh.</b>		

12.4. The conditional bids/ tenders shall not be entertained and the same will be rejected automatically.

**13. Late Bid:**

13.1. As e-procurement system is adopted, the bidders are requested to upload their bids before the prescribed last date as given in the critical date sheet of NIT.

**14. Alteration and Withdrawal of Bid:**

14.1. Within the deadline for submission of Bids. Alterations / modifications to Bids received after the prescribed deadline will not be considered.

14.2. No Bid should be withdrawn after the deadline for submission of Bid and before expiry of the Bid validity period. If a Bidder withdraws the Bid during this period, it will result in forfeiture of the Bid Security (EMD) furnished by the Bidder in its Bid.

**15. Opening of Bids:**

- 15.1. The bids/ tenders shall be opened at the specified date and time indicated in the critical date sheet of NIT. In case the specified date of bid opening falls on / is subsequently declared a holiday or closed day, the bids will be opened next working day.
- 15.2. Only the technical bids shall be opened by the Bid Opening Officials and the bid Opening Committee shall prepared a summary indicating the numbers of bids received and upload in the CPP Portal for Technical Bid Evaluation of the Tender.
- 15.3. The Technical Committee constituted by the Director, ICAR-National Research Centre on Yak, Dirang, Arunachal Pradesh, shall have the right to verify the particulars furnished by the bidder independently. The Technical Committee will read the features of the Bids like Description/ Technical Aspects of the goods offered, Special Discount (if Any), Delivery Period, whether Tender Fee and Bid Security (EMD) furnished or not and any other special features of the Bids, as deemed fit by the Bid opening official(s).

**16. Right of Acceptance:**

- 16.1. The Director, ICAR-NRC on Yak, Dirang, Arunachal Pradesh reserves the right to accept in part or in full any Bid or reject any Bid without assigning any reason or to cancel the Bidding process and reject all Bids at any time prior to award of contract, without incurring any liability, whatsoever to the affected Bidder or Bidders.

**17. Notification of Award:**

- 17.1. After finalization of financial bid, the name of the selected bidder with contract value will be uploaded on the e-procurement website <https://eprocure.gov.in/eprocure/app>.
- 17.2. The supply order shall be issued to the successful Bidder by email (also to be confirmed by registered / speed post) briefly indicating the accepted details of the Equipment like description, specification and quantity of the goods & services and corresponding prices.

**18. Technical Specifications and Standards:**

- 18.1. The Goods & Services to be provided by the supplier under this contract shall conform to the technical specifications and important parameters/services mentioned under Section II and III of the GITB.
- 18.2. The Director, ICAR-NRC on Yak, Dirang, Arunachal Pradesh reserves the right to accept or reject the consignment in part or full if supply are not as per our technical specification/ requirement.

**19. Terms of Delivery:**

- 19.1. The supply should be completed at ICAR-NRC on Yak, Dirang-790101, Arunachal Pradesh by the supplier.
- 19.2. If the supplier fails to supply of the equipment within the specified time frame as specified in purchase order/supply order, the liquidated damages charges @0.5% per week of the contract value for the consequence delayed period shall be imposed/ be deducted subject to a maximum of @10% of the total contract value. Quantum of liquidated damages assessed and levied by the purchaser shall be final and not challengeable by the supplier.

20. **Payment:**

- 20.1. Payment shall be made through Public Financial Management System (PFMS) within reasonable time only after completion of supply of the equipment. **TDS will be deducted as per norms**
- 20.2. **No advance payment will be made in any circumstances.**
21. At any time prior to date of submission of tender, Tender Inviting Authority (TIA) may, for any reason or decision, modify the terms & conditions of the tender documents by a corrigendum displayed on the website of ICAR-NRC on Yak, Dirang, West Kameng District, Arunachal Pradesh (<https://nrcy.icar.gov.in>) and e-Procurement website of Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>). In order to provide reasonable time to take the amendment into account in preparing their bid. Tender Inviting Authority may or may not, at this discretion, extend the date and time for submission of tenders, etc.
22. The conditional quotations will not be entertained and the same will be rejected automatically.
23. All the communications with respect to the tender shall be addressed to: **The Director, ICAR-National Research Centre on Yak, Dirang, West Kameng District, Arunachal Pradesh-790101.**
24. For any query/ clarification with respect to the tender shall be approached to: **Contact No. 03780-242387, Email: [yakdirector@gmail.com](mailto:yakdirector@gmail.com).**
25. Legal jurisdiction for all disputes shall be within the purview of the West Kameng District, Arunachal Pradesh, India.

Sd/-  
ADMINISTRATIVE OFFICER

**SECTION-II****LIST OF REQUIREMENTS**

Sl. No.	Name of the equipment	Quantity	Bid Security/ EMD (In ₹)
1.	<b>Cream Separator, Manual</b>	Thirty two	₹ 20,000/-

**IMPORTANT PARAMETERS/SERVICES:****➤ Warranty:**

Warranty shall be valid for **two (02) years** from the date of supply of the equipment at the purchaser's/ consignee's site.

**SECTION-III****TECHNICAL SPECIFICATION**

1.	Hand operated
2.	Dynamically balanced bowl with stainless steel 8-11 discs
3.	All the milk contacting part made from SS-304 like spout set, separation bowl milk tank.
4.	Made in India
5.	For domestic use only

(On the letter head of the Firm)

**BID / TENDER SUBMISSION FORM**

Ref: \_\_\_\_\_

Date: \_\_\_\_\_

To,

**The Director,  
ICAR-National Research Centre on Yak  
Dirang-790101, West Kameng District,  
Arunachal Pradesh, India.**

Sub:- Submission of tender/ bid for supply of **Manual Cream Separator** at ICAR-NRC on Yak, Dirang.

Ref: (a) Your Tender ID No. \_\_\_\_\_.  
(b) Your Tender Documents No. 4(12)/2016-PS/4444, dtd. 03.01.2020.

Sir,

We agree to supply the above goods & allied services. We confirm that the same will meet the description & the specification & other technical details as required in the tender notice/ documents.

We undertake, if our bid is accepted, to deliver the goods and complete the services in accordance with the terms & conditions specified in the tender notice/ documents. We also confirm that we agree to all other terms & conditions of your tender notice/ documents including the terms of delivery, period of delivery and warranty provision etc., we also 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 of ICAR-NRC on Yak, Dirang, Arunachal Pradesh.

We agree to abide by this bid validity period specified in the above referred tender notice/ documents. We have furnished all the information, as required in the tender enquiry and attached the relevant document.

We further agree that until a formal contract is prepared and executed, this bid together with your written acceptance thereof and your notification of award/ purchase order, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**Yours faithfully,**

**[Signature of the Bidder, with Official Seal]**

Name \_\_\_\_\_

Designation \_\_\_\_\_



**(On the letter head of the Firm)**

**CONTRACT FORM AND UNDERTAKING**

**Ref:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**To,**

**The Director,  
ICAR-National Research Centre on Yak  
Dirang-790101, West Kameng District,  
Arunachal Pradesh, India.**

**Sub:- Acceptance of terms and conditions of tender notice/ document for supply,  
Manual Cream Separator at ICAR-NRC on Yak, Dirang.**

**Ref:** (a) Your Tender ID No. \_\_\_\_\_.  
(b) Your Tender Documents No. 4(12)/2016-PS/4444, dtd. 03.01.2020.

**Sir,**

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) and corrigendum(s) if any, etc.) which form part of the contract agreement and I/we shall abide hereby the terms/ conditions/clauses contained therein.

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 Bid Security (EMD) absolutely.

**Yours faithfully,**

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

**[Signature of the Bidder, with Official Seal]**  
Name \_\_\_\_\_  
Designation \_\_\_\_\_

**(On the letter head of the Firm)**

**TECHNICAL SPECIFICATION FOR EQUIPMENT OFFERED**

<b>Sl. No.</b>	<b>Brief description of the offered equipment</b>	<b>Make</b>	<b>Model</b>	<b>Cat. No.</b>	<b>Specifications</b>	<b>Quantity</b>

**Warranty : Two (2) Years**

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

**[Signature of the Bidder, with Official Seal]**

Name \_\_\_\_\_

Designation \_\_\_\_\_