



केन्द्रीय उपोष्ण बागवानी संस्थान
रहमानखेड़ा, पो० आ० काकोरी
लखनऊ – 226 101

**Central Institute For Subtropical Horticulture
Rehmankhara, P. O. Kakori,
Lucknow – 226 101**

**STANDARD BIDDING DOCUMENTS OF ICAR
FOR PURCHASE OF GOODS**

IFB REFERENCE NO. 13-11/2015-16-SP, DATED 28.12.2015

LAST DATE FOR RECEIPT OF BIDS: 22.1.2016

UPTO 3.30 P.M.

DATE OF OPENING

- 1. Technical Bid open on : 23.01.2016 at 11.00 A.M.**
- 2. Financial Bid open on : The date for opening the financial bid shall
Be intimated to the successful bidder
who qualify the technical bid.**

CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE
(Indian Council of Agricultural Research)
PO KAKORI, REHMANKHERA, LUCKNOW-226101

TERMS & CONDITIONS:

Important: *Non-compliance of any of the following terms & conditions will tantamount to rejection of the Tender in question.*

1.(i) Tender shall be sealed in an envelop. The envelop shall be addressed to the **DIRECTOR, Central Institute For Subtropical Horticulture, PO-Kakori, Rehmankhera, Lucknow-226 101** and it should also bear the tender enquiry No. and the words **“DO NOT OPEN BEFORE 23.01.2016 (11:00 AM).**

(ii) **Two Bid System**

- (a) Technical bid consisting of all technical details along with commercial terms and conditions and
- (b) Financial bid indicating item-wise price for the items mentioned in the technical bid.

Note: Below Three Tenders Bids will not be open.

The Technical bid and the financial bid should be sealed by the bidder in separate cover duly super scribed. The Technical bids are to be opened by the designated Committee of the Institute. At the second stage, financial bids of only those who was qualify the technical bid, will be opened. The outer envelop will bear the full address as mentioned above. The supplier must ensure that the tender duly sealed as above, reaches the Institute on **22.01.2016 by 3.30 PM**. The tenderer may, at his choice, send the tender by registered post, speed post or drop the tender in the tender box.

1. Separate tender documents shall be required for each item.
2. The tender will be accepted only on the prescribed tender form.
3. **The Firms/ parties quoting/offering on downloaded tender form from website will have to submit the tender cost of Rs. 500/- only in the shape of Bank Draft in favour of “ICAR Unit – CISH” Lucknow for each item seperately, failing which the tender will be liable to be rejected.**
4. The tender form should accompany with an **Earnest Money @ 2% of the actual cost of the item in from of a crossed Demand Draft/Bank Guarantee drawn only in favour of “ICAR UNIT CISH” payable at Lucknow.** EMD in the from of Fixed Deposit will not be accepted. Consolidated amount of EMD for more than one tender will **NOT** be acceptable. EMD of the party whose tender is accepted for procurement of goods, would be refunded only after the receipt of goods in satisfactory condition /installation but subject to receipt of performance security certificate. However, the EMD of the parties, whose rates will not be accepted, would be refunded in due course of time. Each Tender must accompany Earnest Money as shown against each item in the tender notice.
5. The Tender/ Bids should be submitted alongwith the enclosed Annexure I to V duly signed, failing which the tender shall be liable to be rejected.

6. Documents establishing good’s eligibility and conformity to bidding document

- (a) The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, data, etc. and shall consist of :
 - (i) a detailed description of the goods essential technical and performance characteristics,
 - (ii) a list giving full particulars including the available sources and current prices of all the spare parts, special tools etc, necessary for the proper and continuous functioning of the goods for a period of two years (or more if specified in the schedule) following the commencement of the use of the goods by the purchaser and
 - (iii) a clause-by-clause commentary on the purchaser's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications or a statement of deviations and exceptions to the provisions of the Technical Specifications should be included.
- (b) For purpose of the commentary to be furnished to ITB clause 6(a) above, the bidder shall note that the standards of workmanship, material and equipment and references to brand names or catalogue numbers, if any, designated by the purchaser in its Technical Specifications are intended to be descriptive only and not restrictive. The bidder may substitute determinative standards, brand names and/or catalogue numbers in its bid, provided that it demonstrates to the purchaser's satisfaction that the substitutions are substantially equivalent or superior to those mentioned in the Technical Specifications.

7. Bid sent by Telegram, Fax, Cable or facsimile are not acceptable and will be rejected out rightly.

Clarification of bids

During scrutiny and evaluation of bids, the purchaser may, at is discretion, ask the bidder for a Clarification of its bid. The request for clarification and the response shall be in writing and no change in the price or substance of the bid shall be sought, offered or permitted.

8. Delivery schedules

The purchaser requires that the goods mentioned in the "Schedule of Requirements" shall be delivered at the destination within the time schedule specified therein. As and if necessary, the estimated time of arrival of goods from ex-works to the destination will be calculated by the purchaser for each bid after allowing for reasonable transportation time based on the published tariff of Railways, appropriate Road Transport Agencies etc. Bids offering deliveries (as worked out on the above lines) which are later than the specified delivery but within the allowable range (as specified in the schedule of requirements) will be adjusted during the evaluation by adding a factor equal to the percentage specified in the Schedule of Requirements to the FOR price per week of variation from the specified delivery schedule.

9. Purchaser reserves the right to vary quantities at the time of award.

10. The tenders received telegraphically, conditional, without earnest money and tender fee or after due date will not be entertained in any case. Further, the purchaser does not accept any liability and responsibility for the tenders in case the same are not properly sealed & marked and/or sent as above.

11. The Tender must reach this office on or before **22.01.2016 by 3.30 PM** otherwise it will not be considered, at any cost. The technical bid of the tender shall be opened on **23.01.2016 (11:00AM)** in the presence of the intending tenderers or their authorized representatives.

12. The representative of the bidder, who intends to attend the bid opening, shall bring with him/ her a letter of authority from the bidder on the bidder's letter head, duly authorizing him/her to attend the bid opening. In the absence of such a letter of authority, the representative(s) will not be allowed to enter and attend the bid opening. The bidder's representatives, who attend the bid opening, shall mark attendance in a register available in the institute.

19. Cuttings/over writings in tender should be avoided, otherwise these should be properly initialed with the stamp of the party.
20. The party who submits the tender, will have to ensure after sale- service facility and billing by the same party, (and not by some other sister establishment etc.) Period of ðafter sale-serviceð may specifically be mentioned to consider the item failing which the tenderer may forego its priority.
21. The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, data etc. and shall consist of a detailed description of the goods, essential technical and performance characteristics,
 - i.) a list giving full particulars, including available sources and current prices of all the spare parts, special tools, etc., necessary for the proper and continuous functioning of goods for a period of **Five years** following commencement of the use of the goods,
 - ii.) a clause-by-clause commentary on the purchaser's ðTechnical Specificationsð demonstrating substantial responsiveness of the goods and services to those specifications or a statement of deviations and exceptions to the provisions of the ðTechnical Specificationsð

Note : No cognizance will be given for tender without documentary proof of literature/leaflets/ / data etc. in support of the product i.e. equipment/instrument.

22. It would be desirable to attach a **User list**, if any.
23. If the party fails to supply/install the ordered equipment/ instrument within a stipulated period, the **EMD and SMD is liable to be forfeited.**
24. The supplier shall not arrange part-shipments and/or transshipment without the prior written consent of the purchaser at any cost.
25. **Payment :**
Payment of the bill shall be made within 30 days after the receipt and installation, commissioning of the equipment satisfactorily. It is not possible for the Institute either to negotiate documents through bank/wire transfer or to make payment in advance.
26. Equivalent equipments/instruments approximately fulfilling the enclosed specifications can also be tendered.
27. If the closing/ opening date of tender happens to be the closed holiday, next working day will be treated as closing/opening day for the tender.
28. **The departmental rules/instructions shall be binding on tenderer. The preference will be given to the tenderers/manufacturers having ISO-9001 certification (with documentary proof to this effect) and giving 18 months warranty of their product.**
29. Notwithstanding the above, the Director, Central Institute For Subtropical Horticulture, Lucknow Reserves the right to accept or reject any tender/bid or annule the tendering process and reject all tenders/quotations, at any time prior to award of the contract, without assigning any reason whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenderers.

Central Institute For Subtropical Horticulture
(Indian Council of Agricultural Research)
LUCKNOW-226101. U.P.(INDIA)

TENDER FORM No. 9/2015

Tender Serial No. 9/2015-16

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Full name and address of the Tenderer, in addition to post Box No, if any, should be quoted in all communications to this office

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Tenderer's Address :

FROM : _____

Telephone No.: _____

Code No.: _____

FAX No. : _____

To

THE DIRECTOR,
Central Institute For Subtropical Horticulture,
Lucknow- 226 101 (U.P.)

Sir

I/We hereby offer to supply the equipments/instruments and confirm that the same will meet the description, specification and other technical details as required in the tender enquiry. Further, I/ We hereby undertake the installation at site in respect of equipments/instruments as detailed in the Schedule hereto or such portion thereof as you may specify in the Acceptance of Tender at the price given in the said schedule and agree to hold this offer till _____. I/We shall be bound by communication of acceptance dispatched within the prescribed time.

I/We have understood the instructions of the Tender placed by the Central Institute For Subtropical Horticulture and have thoroughly examined the specifications quoted in the schedule thereto and I/We am/are fully aware of the nature of the said equipments/instruments.

The following pages have been added to and form part of this tender.

Yours faithfully,

Encl : Tender

(SIGNATURE OF TENDERER)

Full name _____
Address : _____

Dated _____

Signature of Witness _____
Address : _____

Telephones: 0522-2841022, 2841023, 2841024, Fax :(0522)-2841025 ,
Web Site www.cish.res.in;
E-mail cish.lucknow@gmail.com

CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE
(Indian Council of Agricultural Research)
LUCKNOW- 226 101 (UP)

CHECK LIST (MUST BE ATTACHED WITH THE TENDER)

1. Item No. : _____
2. Name of the equipment tendered for : _____
3. Total No. of pages of the Tender :
(including catalogues etc.) _____
4. Whether Indigenous or Imported : _____
5. If imported, whether Original certificate
of the principal enclosed or not ? _____
6. Amount of EMD, Bank Draft No. and
date, enclosed with the tender (Cheques/BGs/
FDs etc. are not acceptable). _____
7. Whether Unit is registered with the Small
Scale Industries for the Tendered Item
or not. If so, whether the required certificate
enclosed or not? _____
8. Whether list of already users enclosed or not ? _____
9. Whether Technical Specifications,
Literature given, alongwith catalogues,
(in original) or not ? _____

SIGNATURE _____

Stamp of the party _____

CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE
(Indian Council of Agricultural Research)
PO KAKORI, REHMANKHERA, LUCKNOW-226101

QUESTIONNAIRE

BIDDERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW. IN CASE A QUESTION DOES NOT APPLY TO A BIDDER, THE SAME SHOULD BE ANSWERED WITH THE REMARKS "NOT APPLICABLE" BIDDERS MAY PLEASE NOTE THAT IF THE ANSWERS SO FURNISHED ARE NOT CLEAR AND /OR ARE EVASIVE, THE BID WILL BE LIABLE TO BE IGNORED.

1.	Bid No. _____	Opening on bid _____
2.	Offer is open for acceptance	
3.	Brand of goods offered	
4.	Name & address of manufacturer	
5.	Station of Manufacture	
6.	What is your permanent Income Tax A/C No.	
7.	Confirm whether you have attached your latest/current ITCC or certified photocopy thereof.	
8.	<p>Status:</p> <p>(a) Are you currently registered with the Directorate General of Supplies & Disposals (DGS & D) for the item(s) quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.</p> <p>(b) Are you a small scale unit currently registered with the National Small Industries Corporation (NSIC) under single point Registration Scheme for the item(s) quoted? if so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.</p> <p>(c) If you are not registered either with NSIC or DGS&D, please state whether you are currently registered with directorate of Industries of the State Government concerned. If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.</p> <p>(d) Are you registered under the Indian Companies Act, 1956 or any other Act?</p>	

Please attach certified copy (copies) of the relevant registration certificate(s) in confirmation to your above answer(s).

9.	Please indicate: A) Name & Full address of your Banker(s) B) Bank Account No. of the firm C) IFSC Code No. of the Banker	
10.	Whether you are: i) Manufacturer of the goods quoted or ii) Manufacturer's authorized agent for these goods	
11.	State whether business dealings with you have been currently banned by any Ministry/Deptt. of Central Govt. or any State Govt.	

Signature of Bidder

Signature of witness

Name & Address of Witness.

Full name, designation &
 Address of the persons signing above
 for and on behalf of M/s. _____

 (Name and address of the bidding firm)

CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE
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PRICE SCHEDULE FOR GOODS TO BE IMPORTED FROM ABROAD.

Schedule No.	Item description	Country of origin	Accounting unit & Quantity	Price per unit				Overall unit price (b+c+d)	Total Price 4x6	Indian Agent's name	Indian agent's commission as a _____ % of FOB price included in quoted price	Shipment weight and volume
				Unit price FOB port of loading	Unit price CIF at port of entry	Inland transportation charges, insurance and other local costs incidental to delivery, if specified	Incidental services including supervision					
1.	2.	3.	4.	(a)	(b)	(c)	(d)	6.	7.	8.	9.	10.

Total bid price in foreign currency: (in figures) _____
(in words) _____

Signature of bidder

Name _____

Business address _____

Note:

1. In case of discrepancy between unit price and total price, the unit price shall prevail.
2. The bidder shall give list of spare parts for two years operation separately indicating the description of quantity, unit price and total price in the above format for those items whose scope of supply includes spare parts.
3. Indian agent's commission shall be paid in Indian Rupees only. No change due to exchange variation shall be allowed.

Annexure-IV

CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE
 (Indian Council of Agricultural Research)
 PO KAKORI, REHMANKHERA, LUCKNOW-226101

PRICE SCHEDULE FOR DOMESTIC GOODS OR GOODS OF FOREIGN ORIGIN LOCATED WITHIN INDIA

Schedule No.	Item description	Country of origin	Accounting unit & Quantity	Ex-factory/ex ware house/ show room of the shelf	Excise duty if any	Packing and forwarding	Inland Transportation charges	Insurance /other duties and taxes, if any (other than sales tax) and incidental all costs	Incidental service (including supervision)	Overall unit price unit ((a+b+c+d+e+f)	Total price 4x6	Sales tax payable, if contract is awarded
1.	2.	3.	4.	(a)	(b)	(c)	(d)	(e)	(f)	6.	7.	8.

Total bid price in Rupees: (In figures) _____
 (In Words) _____

Signature of bidder

Name _____
 Business address _____

Place: _____

Date: _____

Note:

1. In case of discrepancy between unit price and total price, the unit price shall prevail.
2. The bidder shall give list of spare parts for two years operation separately indicating description, quantity, unit price and total price in the above format for those items whose scope of supply includes spare parts.

MANUFACTURER'S AUTHORIZATION FORM

To

(Name and address of the purchaser)

Dear Sirs,

Ref. your Bidding Documents No. _____

We _____ who are established and reputable manufacturers of _____ (name and description of the goods offered in the bid) having factories at _____ hereby authorize M/s _____ (name and address of the agent) to submit a bid, negotiate (as and if necessary) and conclude the contract with you against your above mentioned Bidding Documents for the above goods manufactured by us.

No company or firm or individual other than M/s _____ (name and address of the above agent) is authorized to bid, negotiate and conclude the contract against this specific Bidding Documents for the above mentioned goods manufactured by us.

We hereby extend our full guarantee and warranty for the goods and services offered for supply against this Bidding Documents by the above firm.

Yours faithfully,

(Signature, name and designation)

for and on behalf of M/s _____

(Name and address of the manufactures)

Note: This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

SECTION VI/1
BID FORM AND PRICE SECHDULES

Date: _____

To,

The Director
Central Institute For Subtropical Horticulture,
Rehmankhara, P. O. Kakori,
Lucknow - 226 101

(Designation and address of the purchaser)

Ref: Your bidding documents No.....Date.....

Having examined the above mentioned bidding documents, including Addenda Nos. _____ (if any), the receipt of which is hereby duly acknowledged. We, the undersigned, offer to supply and deliver _____ (description of goods and services) in conformity with the said bidding documents for the sum as shown in the price schedule, attached herewith and made part of this bid.

We undertake, if our bid is accepted, to deliver the goods and complete the services in accordance with the delivery schedule specified in the Schedule of Requirements after fulfilling all the applicable requirements incorporated in the above referred bidding documents.

If our bid is accepted, we will provide you with performance security, as per the instructions specified in GCC clause 7 and in a form acceptable to you in terms of GCC clause 7.5 for a sum equivalent to 10 % (ten percent) of the contract price for the due performance of the contract.

We agree to abide by this bid for the bid validity period specified in the TTB Clause 15 (read with modification, if any, in the bid Data Sheet) or for the subsequently extended period. If any, agreed to by us and it shall remain binding up on us and may be accepted at any time before the expiration of that period.

Until a format contract is prepared and executed, this bid together with your written acceptance thereof and your notification of award, shall constitute a bidding contract between us.

Dated this _____ day of _____, 20_____

Signature

(In the capacity of)
Duly authorized to sign bid for and on behalf of

SECTION VII/2
BANK GUARANTEE FORM FOR BID SECURITY

Whereas _____ (name of bidder) (hereinafter called "the bidder") has submitted the bid dated _____ (date) for the supply of _____ . (brief description of the relevant goods and services) (hereinafter called "the bid").

KNOW ALL PEOPLE by these presents that WE _____ .. (Name of the bank) having the registered office at _____ (full address) (hereinafter called "the bank") are bound unto _____ (name of the purchaser) (hereinafter called "the purchaser") in the sum of _____ .. (amount in figures and in words) for which payment well and truly to be, made to the said purchaser, the bank binds itself, its successors and assigns these presents.

Sealed with the Common Seal of the said bank this _____

Day of _____ .. 20_____ .

THE CONDITIONS of this obligations are :

1. If the bidder
 - (i) Withdraws its bid during the period of bid validity specified by the bidder on the bid form; or
 - (ii) Does not accept the correction of errors in accordance with the Instructions to Bidders

OR

2. If the bidder having been notified of the acceptance of its bid by the purchaser during the period of bid validity :
 - (i) Fails or refuses to execute the contract form, if required : or
 - (ii) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders :

We undertake to pay to the purchaser up to the above amount upon receipt of its first written demand, without the purchaser having to substantiate its demand, provided that in its demand the purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the above mentioned two conditions, specifying the occurred condition or conditions.

Date :
Place :

Signature of the Bank
SEAL of the Bank

**SECTION VII/5
CONTRACT FORM**

Address of the purchasers
Office issuing the contract

Contract No. í í í í í í í í ..
Date : í í . í í í í í í í í í

This is continuation to this office Notification of Award No. í í í í í dated í í .

1. Name & address of the Supplier
2. Purchasers bidding documents No. í í í . Dated í í (followed by further communication No. and date, if any, from the purchaser to the supplier)
3. Suppliers bid No. í í í í í dated í í í í í (followed by further communication No. date) if any, from the supplier to the purchaser).
4. The documents, which are deemed to form and be read and construe as part of this contract are :
 - (a) The Bid Form and the price Schedule submitted by the bidder;
 - (b) The Schedule of Requirements;
 - (c) The Technical Specifications and Quality Control Requirements
 - (d) The General Conditions of Contracts; and
 - (e) The purchasers Notification of Award

Certain stipulation out of the above documents are reproduced below for ready reference. However, the words and expressions used in this contract agreement shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to;

5. Details of Performance Security
6. Brief particulars of the goods and services which shall be supplied/ provided by the supplier are as under :

Schedule No.	Brief description of goods/ services	Accounting unit	Quantity to be supplied	Unit price	Total price	Delivery terms (FOB/CIF/Free/Del. At site / CIF etc.)

Total value (In figure) í í í í í í .. (in words) í í í í í í í í í .

7. Delivery schedule
8. Details of inspection, test and quality assurance
 - (a) Designation and address of inspection agency.
 - (b) Mode(s) and place(s) conducting inspections and tests.
9. Dispatch Instructions
10. Details of consignee (including port consignee, if any)

- 11. Payment terms
- 12. Paying Authority
- 13. Warranty clause

í í í í í í í í í í í í í í í .

(Signature, Name and address of the purchasers authorized
functionary

Signature the contract
For and on behalf of í í í í í í í

Received and accepted the contract Agreement
í í í í í í í í í í í í í í í í ..

(Signature, name and address of the suppliers authorized executive
For and on behalf of í í í í í í í
(Name and address of the supplier)

í í í í í í í í í í í í í í í .

(Seal of the supplier)

Date :

Place :

TECHNICAL SPECIFICATION OF ITEMS

10/2015

Water Filtration System for Molecular Biology Grade Water

One No.

Technical Specification for generating ultra pure nuclease free water from portable tap water suitable for applications in Molecular biology research. The unit should be able to work with intake water quality range 1000- 1500rpm. The unit should have 50 Liter cylindrical vessels made from PE with air vent filter. The unit should have pre-filter assembly with micron/carbon & anti sequestering hardness, stabilizing filters etc. It should produce type 2 water at a rate not less than 25 Liter/ hour from a feed supply. Microprocessor controlled system management with continuous water purity monitoring. Not less than 1.5-2.0 L/ minute dispense flow, dual wave length UV (185 & 254 nm), Photo oxidation irradiation lamp, Ultra filtration up to 5 KD, Resistivity at 25 degree °C should be 18.2 Megaohms, TOC level < 1-5 ppb, Bacteria levels <1 cfu/ml, Endotoxin levels< 0.001 EU/ml, production flow rate>1.5 Litres/ minute. Should have self test monitoring display, display of RO Percentage rejections, auto rinsing, recirculation. Water should be dispensed with 0.22 micron end point filter. The product should be CE certified. Should provide free AMC for two years including the cost of filters.

NOTE :-1. Our institute will not provide Custom Duty Exemption Certificate because DSIR, New Delhi has not issued Custom Duty Exemption Certificate for this Institute kindly mention the Indian currency.

2. Original Literature must be attached along with the Tender

Technical bid consisting of all technical details alongwith commercial terms and conditions and Financial bid indicating item-wise price for the item mentioned in the technical bid.

The Technical bid and the financial bid should be sealed by the bidder in separate cover duly super scribed. The Technical bids are to be opened by the Committee. At the second stage financial bids of only the technical acceptable offers should be opened for further evaluation and ranking before awarding the contract.