



**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
ICAR RESEARCH COMPLEX FOR NEH REGION
UMROI ROAD, UMIAM, MEGHALAYA – 793 103**



No. RC (EC-346) PB/2015-16/5

Dated Umiam, the 18th April, 2016.

OPEN TENDER NOTICE

Sealed Quotations/Tenders are invited on behalf of the Director, ICAR Research Complex for NEH Region, Umiam from the Registered Contractors of CPWD/PWD/Other State Govt. Regd. Contractors for the following works in the prescribed Quotation/Tender form enclosed herewith. The interested Party may kindly inspect the sites physically before quoting their rates and submit it **on or before 12th May, 2016 by 2.00 P.M.** The tender and the details of the terms and conditions etc. may **either** be downloaded from our website “www.icarneh.ernet.in, www.kiran.nic.in & www.icarnehadmin.org” or may be obtained from office of the Estate Officer on any working day during the office hours till **11-05-2016**.

Sl. No.	Name of work	Estimated cost (Rs.)	Cost of Tender paper (Rs.)	EMD (Rs.)
1	Replacement of CGI sheet and repairing, white washing & painting of Store house of upland field of Plant Breeding at ICAR Umiam	1,23,130/-	500/-	2,460/-

- The Tenders shall be opened on **the same date at 2.30 P.M.**
- The tenderers shall enclose both “cost of tender paper and EMD (earnest money deposit)” by way of Demand Draft/Bankers’ Cheque in Bid - I (Technical Bid) drawn in favour of “The Director, ICAR Research Complex, Barapani” payable at “S.B.I., ICAR Complex Branch, Umiam.
- Details of tender documents as enclosed at Annexure-I.

**Sd/-
(B.J. Deka)
I/c Estate Officer**

Copy for necessary information and action to: -

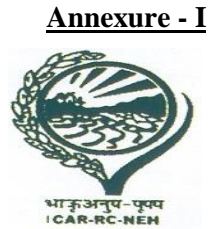
- The Finance & Accounts Officer, ICAR Research Complex for NEH Region, Umiam.
- The Administrative Officer (G), ICAR Research Complex for NEH Region, Umiam with a request to arrange to upload the advertisement/tender notice in the website at www.icarnehadmin.org & CPP Portal
- The Chief Administrative Officer, ICAR Research Complex for NEH Region, Umiam.
- The Nodal Officer, ARIS Cell, ICAR Research Complex for NEH Region, Umiam with a request to upload the advertisement/tender notice in the website www.icarneh.ernet.in
- Dr. Arnab Sen, P.S. & Head, (Animal Health) and Incharge Kiran, ICAR Research Complex for NEH Region, Umiam with a request to upload the advertisement/tender notice in the website www.kiran.nic.in
- Dr. J.P. Tyagi, Sr. Scientist, & I/c Plant Breeding Division, ICAR Research Complex for NEH Region, Umiam
- The P.A. to Director, ICAR Research Complex for NEH Region, Umiam for favour of necessary information to the Director.
- Notice Board, Estate Cell / Head Office, ICAR Research Complex for NEH Region, Umiam & Notice Board, Central Agricultural University, Umiam.

**Sd/-
(B.J. Deka)
I/c Estate Officer**

(Signature of tenderer)



INDIAN COUNCIL OF AGRICULTURAL RESEARCH
ICAR Research Complex for NEH Region
Umroi Road, Umiam, Meghalaya – 793 103



No. RC (EC-346) PB/2015-16/5

Dated Umiam, the 18th April, 2016.

TENDER DOCUMENT

Sealed Quotations/Tenders are invited on behalf of the Director, ICAR Research Complex for NEH Region, Umiam from the Registered Contractors of CPWD/PWD/Other State Govt. Regd. Contractors for the following work in the prescribed enclosed Quotation/Tender form. The interested parties may kindly inspect the sites physically before quoting their rates and submit it on or before **12th May, 2016 by 2.00 P.M.**

Name of the Work: Replacement of CGI sheet and repairing, white washing & painting of Store house of upland field of Plant Breeding at ICAR Umiam.

Estimated Cost: Rs. 1,23,130/- (Rupees one lakh twenty three thousand one hundred thirty) only.

Before quoting for the Tender, it is requested to kindly go through the Tender Document thoroughly and abide by all the Terms and conditions given. Non-Compliance of any of the T & C mentioned below, shall lead to non-consideration of the Bid and no request what so ever shall be considered under any circumstances.

The detailed Terms and Conditions are as under:

1. The Cost of Tender paper is Rs. 500.00 (Rupees Five Hundred only, Non-refundable) to be deposited in the favour of the Director, ICAR Research Complex for NEH Region, Barapani by means of Demand Draft/Banker's Cheque, etc., payable at Barapani. In case of Banker's cheque, the SBI, ICAR Research Complex Branch, Umiam will be accepted only.
2. The Tender should consist of two Bids – The Techno-Commercial Bid (Bid I) and the Financial Bid (Bid II). Both must be submitted in two separate envelopes to be sealed and put in a single main cover. This outer main cover should be superscribed “**TENDER No. RC (EC-346) PB/2015-16/5 dated 18th April, 2016**” for “**Replacement of CGI sheet and repairing, white washing & painting of Store house of upland field of Plant Breeding**” and addressed to “**THE DIRECTOR, ICAR RESEARCH COMPLEX FOR NEH REGION, UMIAM, MEGHALAYA**”. The Contractor should give their complete address on the bottom left corner of the Main Cover. The Cost of the Tender as well as the Earnest Money should be mandatory kept in the Technical Bid only. The Financial Bid should consist of the Rates, their detailed break-ups, etc. All Tenders should be sent by Registered Post. Tenders to be hand delivered should be put in the Tender box, kept in the Office of the Estate Officer, ICAR Research Complex for NEH Region, Umiam, Meghalaya – 793103 not later than **2.00 P.M. on 12-05-2016**. Tenders received either way after the due date and time shall not be considered under any circumstances.
3. The rates must be valid for at least for 6 (six) months from the date of quotation.
4. Rates quoted must be given in the prescribed format only and must be all inclusive, including Taxes, VAT etc., as may be applicable.

(Signature of tenderer)

5. Time completion for the work is allowed for 1 (one) month from the 7th day after the written order to commence the work. No extension of time will be allowed unless written permission with valid reasons granted by the competent authority.
6. Any taxes and/or other Governmental levies as applicable or becoming applicable later due to or under any law shall be deducted from the bill.
7. The Technical Bid should consist of all the technical details like literature, attested and up to date copies of Registration certificate with full validity, Professional/Sales Tax certificate, PAN CARD, Trading license certificate (in case of non – Tribal Contractors), Labour License, one passport size photograph, caste certificate, IT exemption certificate in respect of ST Tenderers etc. along with past experiences/work orders of the last 3-5 years. Lack of any required Technical Literature may result in the non – consideration of the Bid. Financial bids of technically acceptable offers would only be considered for further evaluation and analysis.
8. The Contractors shall have to deposit 2% of the tender amount i.e. Rs. 2,460/- (Rupees two thousand four hundred sixty) only in the form of Demand Draft/Banker's Cheque/Bank Guarantee/FDR, valid for 6 (six) months, drawn in favour of the Director, ICAR Research Complex, payable at SBI, ICAR Complex, Umiam, Meghalaya, as Bid Security/EMD, along with the quotation.
9. Performance Guarantee @ 5% of the Contract Value shall have to be deposited by the successful contractor immediately on the receipt of the Work Order in the form of Demand Draft/Banker's Cheque/Bank Guarantee/FDR, valid for 6 (six) months, drawn in favour of the Director, ICAR Research Complex, payable at SBI, ICAR Complex, Umiam, Meghalaya.
10. The Quotation/ Tender must be for the whole work & not in fragments.
11. Payment shall be made only on the satisfactory completion of the work. No part payment / supplementary/ enhanced/ revised bill shall be considered in any circumstances.
12. The tender submitted by the Contractor shall remain valid for a period of 6 (six) months from the date of opening of the tender and the contractor shall be bound to take-up the allotted work at his own quoted rates, till the completion of the work. No revised rate will be paid for increasing cost of the materials, labour charges etc. **and shall be governed by the rules as per CPWD works manual, Govt. of India.**
13. Other General Terms and Conditions are:
 - a. Except where specification provided, all materials including tools/ basic facilities etc., required for the execution of the works shall have to be arranged by Contractor at his own means and cost. No materials for the work shall be provided/issued by the Department.
 - b. The construction materials, as required, shall be arranged and borne by the Contractor himself & the quality of ISI standard/ as per estimate should be maintained strictly without fail. The required cash memo in support of the quantity and quality of materials utilized are to be submitted with the bills.
 - c. The work should be completed invariably within the stipulated time as per Drawing/ Plan at the allocated site only. Sub-standard work is not acceptable.

(Signature of tenderer)

- d. Canvassing in any form in connection with the Tender is strictly prohibited and shall lead to strict administrative measures including Black Listing.
 - e. The contractors will have to make their own arrangement for water/lighting and arrangement of stay of workers etc. for carrying out the work in time. No labour of the contractor will be allowed to stay within the Campus/ site of the work.
 - f. Samples of all materials and fittings to be used in the work in respect of brand, Manufacturer and quality shall be got approved from the Estate Officer. Sample must be produced on demand free of cost.
 - g. The Contractor shall be fully liable for observance of all statutory & legal dues/norms viz. EPF, ESIC, Child labour Act, Minimum Wages Act etc. No child labour shall be employed on work. Payment to the labourers shall be paid as per the prevalent norms and in toto compliance of the Minimum Wages Act. Non Compliance of any statutory or legal dues/ norms shall be the sole responsibility of the Contractor.
 - h. The contractor shall take all safety measures and precautions and wholly responsible for ensuring safety during execution of work till completion of entire work allotted to him.
 - i. For carrying out the works on Sunday/Holiday or during night, proper prior permission should be obtained from the Estate Officer or In-Charge of the Division concerned.
 - j. The successful Contractor shall have to sign an agreement in the prescribed form with the Estate Officer/In-charge concerned, as the case may be, before the start of the work.
 - k. If the Contractor fails to sign the formal agreement or start the work within the specified time, after award of the work, the earnest money/performance guarantee, as the case may be, shall be forfeited and the Work order shall stand cancelled.
 - l. No compensation shall be paid to the contractor for any damages caused by natural calamity during the execution of the work.
 - m. If any Contractor fails to complete the work within the specified time, **LIQUIDATION DAMAGE CLAUSE** shall be invoked and penalty @ 1% of the Contract Value per week shall be levied, subject to a maximum of 10% of the total Contract Value.
- 14. After satisfactory completion of the work, Bills in triplicate may be submitted to the office for arranging payment. While submitting the bills, the Contractor shall give in writing that all the statutory & legal dues/norms have been fully complied with and in case of any default, the Contractor shall be lone and sole responsible for the same. Necessary taxes will be deducted from the bill at the time of payment.
 - 15. Payment will be made based on actual measurement of work.
 - 16. The Director, ICAR Research Complex reserves the right to reject any tender either in part or full without assigning any reason thereof.
 - 17. In case of any dispute, the Director, ICAR Research Complex, Umiam shall act as the arbitrator and his decision shall be final and binding on the Contractor.

(Signature of tenderer)

18. Legal jurisdiction for all disputes shall be within the purview of the Shillong Court.
19. All Contractors should mandatory sign on every page of the Tender Document and should give an undertaking that they 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, in Work Order, for which confirmation from the Contractor shall be taken.
20. All Contractors should also mandatory give their Bank A/C details to enable e-payment by the office.
21. It is not mandatory to accept the lowest rate of the tenders. The decision of the competent Authority shall be the final to select the competent firms/contractors.
22. Please note in case of closing/opening day of the tender happen to be non-working day due to bandh/strike/holiday etc., the tender will be received/opened on the next working day at the same venue and time.
23. Contractor should put his/her full name and address in the specified column in the tender document. Tenders of those contractors who give only the initial without giving full name will be rejected.
24. The Tenderer should get his/her signature attested by any gazetted officer at **page 8** of the tender document failing which their tender will not be considered.
25. Please note that near relatives of the officers and staff of ICAR Research Complex for NEH Region, Umiam, Meghalaya are not allowed to participate in the tender. In case it is found so, the tender of such tenderer will be disqualified.
Note: A near relative means wife, husband, parents, in-laws, children, brothers, sisters, uncles, aunts and cousins.
26. The contractor should have experience of having successfully completed similar works in other Institutions/Departments in some Central/State Government Organization/Central Autonomous Body/Central PSU's during the last 7 (seven) years ending last day of month previous to the month in which tenders are invited as per following;
 - (i) Three similar completed works each costing not less than the amount equal to 40% of the estimated cost put to tender. OR
 - (ii) Two similar completed works each costing not less than the amount equal to 60% of the estimated cost put to tender. OR
 - (iii) One similar completed works each costing not less than the amount equal to 80% of the estimated cost put to tender.

(Signature of tenderer)

Documentary proof in the form of completion certificate(s), work order(s) indicating the nature/scope of work, actual completion cost and actual date of completion to be signed by the Officer not below the rank of Executive Engineer are to be submitted failing which the tender will be non responsive. The following format may be used: -

FORM - A

DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED DURING THE LAST 7 (SEVEN) YEARS ENDING LAST DAY OF MONTH PREVIOUS TO THE MONTH IN WHICH TENDERS ARE INVITED

Sl. No.	Name of work/ Project and location	Owner or sponsoring organization	Cost of work	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation/ arbitration cases pending/in progress with details*	Name and address/ telephone number of officer to whom reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10

*Indicate gross amount claimed and amount awarded by the Arbitrator.

(Signature of Tenderer)

(Signature of tenderer)

FORM - B

PERFORMANCE REPORT OF WORKS

1. Name of work/project & location
2. Agreement no.
3. Estimated cost
4. Tendered cost
5. Date of start
6. Date of completion

(i) Stipulated date of completion

(ii) Actual date of completion

7. Amount of compensation levied for delayed completion, if any

8. Amount of reduced rate items, if any

9. Performance Report

(1) Quality of work: Very Good/Good/Fair/Poor

(2) Financial soundness: Very Good/Good/Fair/Poor

(3) Technical Proficiency: Very Good/Good/Fair/Poor

(4) Resourcefulness: Very Good/Good/Fair/Poor

(5) General Behavior: Very Good/Good/Fair/Poor

Dated:

(Executive Engineer or Equivalent)

27. Average Annual Financial Turnover during the last three years ending 31st March of the previous financial year should be at least 100% of the estimated cost put to tender should be submitted by the tenderer.
28. Contractor should not employ labour or staff of doubtful integrity of the State. If anti-state or anti-social elements is employed by the contractor, his tender will be cancelled and no claim whatsoever will be entertained for any loss or damages.
29. Concrete vibrators should be used for all concrete structural members in cement concrete works. The contractor should arrange the concrete vibrators by himself.
30. For concrete works only 'River sand' which is clean and free from dust and dirt should be used in the works.

(Signature of tenderer)

31. Other terms & conditions, as may be decided by the Competent Authority from time to time, depending upon the condition & requirement of the supply. The intimation in this regard, shall be provided well in advance & the bidder/supplier shall be bound by the said terms & conditions.
32. Techno – Commercial Bids shall be opened **on 12th May, 2016 after 2.00 P.M** in the Committee Room, Administrative Block/Office chamber of the Chairman of the Works Committee. Interested Contractors may attend the opening.
33. For any query/clarification may be approached at the following address:

Designation : Estate Officer / Estate Cell

Contact No. : (0364) 2570594

E-mail : estatecell.icarneh@rediffmail.com

Name of the Contractor:

Signature of the Contractor with seal_____

Address:

Registration:

Contact No:

Signature attested_____

Official seal:

Signature of the attesting officer with date:

Name:

(Signature of tenderer)

QUOTATION

Name of work: Replacement of CGI sheet and repairing, white washing & painting of Store house of upland field of Plant Breeding at ICAR Umiam.

Estimated cost: Approx. Rs. 1,23,130/- (Rupees one lakh twenty three thousand one hundred thirty) only.

Sl. No	Description of work	Amount
1	<p>Providing corrugated galvanized iron sheet roofing of TATA SHAKTEE/SAIL including fitting and fixing necessary galvanized J or L hooks, bolts and nuts 8mm dia with bitumen washer 25mm dia x 3 mm thick and 1:6 mm thick limpet washer complete excluding cost of roof truss, purlin etc. (Roof trusses and purlin etc. to be measured and paid separately).</p> <p>(e) 0.63mm thick</p> $= 1 \times 5.90 \times 8.45 = 49.85 \text{ m}^2$ $= 1 \times 5.90 \times 8.45 = 49.85 \text{ m}^2$ $\text{Total} = 99.70 \text{ m}^2$ <p>@ Rs. Per m²</p>	
2	<p>Providing galvd. iron ridging of TATA SHAKTEE/SAIL including supplying and fixing necessary galvd. screws/ washers etc. complete as directed.</p> <p>(e) 0.63mm thick</p> <p>(i) 150mm lapping</p> $\text{Total} = 16.00 \text{ rmt}$ <p>@ Rs. Per rmt.</p>	
3	<p>15mm thick cement plaster in single coat on rough side of single or half brick wall for interior plastering up to 1st floor level including arises, internal rounded angles, not exceeding 80mm girth and finished even and smooth including curing complete as directed.</p> <p>(a) In cement mortar 1:3</p> $= 1 \times 5.00 \times 4.00 \text{m} = 20.00 \text{ m}^2$ <p>@ Rs. Per m²</p>	
4	<p>Providing and fixing clear sheet glass bedded in putty and fixed with/without wooden beading including necessary cutting of glass to the required size (payment for wooden bead shall be made separately)</p> <p>(a) 3.00mm thick</p> $= 4 \times 0.60 \times 0.30 = 0.72 \text{ m}^2$ <p>@ Rs. Per m²</p>	

(Signature of tenderer)

(Signature of tenderer)