



**अनुरक्षण एवं अभियांत्रिकी इकाई**  
**MAINTENANCE & ENGINEERING UNIT**  
**भाकअनुप-भारतीय कृषि अनुसंधान संस्थान**  
**ICAR-INDIAN AGRICULTURAL RESEARCH INSTITUTE**  
**नई दिल्ली-१२**  
**NEW DELHI-12.**



No. 05-01/24-25/PC/ME Unit

Dated: 15.07.2024

**e- SHORT TENDER NOTICE**

Online quotation are hereby invited on behalf of the Director, IARI from the Contractors Registered with CPWD, MES, Railways, MCD, PWD or other Central/State Govt./Semi Govt. The contractor must have valid PAN and GST registration number and having experience of two similar nature of works in last three years for the work mentioned below:

Name of work & location	Estimated cost (₹)	Earnest Money (₹)	Last date & time of bid submission	Date & time of bid opening
Cleaning of silt and rubbish from the storm water drains, in Pusa Campus KKRC at IARI, New Delhi-12.	₹ 7,79,180.00	₹ 16,000.00	Upto14:30 hours 22.07.2024	23.07.2024 at15:00 hours

₹ 16,000/- (Rupees Sixteen Thousand Only) should be in the form of D.D./Pay Order/Fixed Deposit Receipt/Bank Guarantee from commercial bank drawn in favour of **Director, IARI** payable at New Delhi. The original EMD shall be submitted to the Tender Inviting Authority on or before the last date and time of online bid submission. The details of D.D./Pay Order/Fixed Deposit Receipt/Bank Guarantee physically sent, should tally with the details available in the scan copy and the data entered during the online bid submission time otherwise the uploaded bid will be rejected.

The Online Tender Documents are available on IARI Website [www.iari.res.in](http://www.iari.res.in). & Central Portal [www.eprocure.gov.in](http://www.eprocure.gov.in) . Bids are to be submitted on central portal i.e. [www.eprocure.gov.in](http://www.eprocure.gov.in) .

**Admn. Officer (Works)**

Name of work: Cleaning of silt and rubbish from the storm water drains, in Pusa Campus KKRC at IARI, New Delhi-12.

### Estimate

S. No:	ITEM OF WORK	QTY	UNIT	RATE	AMOUNT	D.S.R-2023 Item No:
1	Cleaning, collecting and removal of day leaves, herbs, shrubs and grass etc. disintegrating the poly bags, rags etc, & dumping it to the Bio-mass unit from the drains as per the direction of Engineer In-Charge.	12200	Meter	Rs. 10.00	Rs. 1,22,000.00	M.R.
2	Earth work in excavation by mechanical means (Hydraulic excavator)/manual means over areas (exceeding 30 cm in depth, 1.5 m in width as well as 10 sqm on plan) including getting out and disposal of excavated earth lead upto 50 m and lift upto 1.5 m, as directed by Engineer-in-charge. All kinds of soil. (Note: This is a cleaning of storm water drain work i/c colvert)	1200	Cum	Rs. 177.50	Rs. 2,13,000.00	2.6.1
3	Disposal of building rubbish / malba / similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground outside the campus or as approved by Engineer-in-charge, for all leads including all lifts involved.	1200	Cum	Rs. 263.95	Rs. 3,16,740.00	15.6
4	Cleaning silt & malba of sump from existing harvesting sump & disposal of silt & malba by manually or mechanically out side Pusa Campus & KKRC.	12	Each	Rs. 10,000.00	Rs. 1,20,000.00	
5	Supply of Coarse Sand	12	Cum	Rs. 620.00	Rs. 7,440.00	
	<b>Total</b>				Rs. 7,79,180.00	
	<b>Say Total</b>				779180	

**Subject to be following terms & conditions:-**

1. The work shall be executed as per CPWD specifications.
2. Income Tax, work Tax & work cess as per norms shall be recovered from the bill.
3. 1% water and electrical charges will be recovered from the bill if supplied by the Department.
4. The work shall start within 3 days from the date of award and complete within one month failing which a penalty @ 1% per day delay will be imposed on the bill amount maximum upto 10%.
5. All the materials, laboures, T&P etc. required will be arranged by the firms itself.
6. Any other item to be required at site to complete the work will be executed as per the lowest quoted rates on DSR-2023.
7. The rates shall remain valid for 90 days from the date of opening of quotations/tenders.
8. The agency shall be deposit security @3% of the sanctioned amount.
9. The Director, IARI has the right to reject any or all the quotation/tenders without assigning any reason.

**Name with stamp & Signature of the Agency:.....**

**CTO & Incharge (W)**

**T.O ( Civil)**

## **Special Instructions to the Contractors/Bidders for the e-submission of the bids online through this e-Procurement Portal**

1. Bidder should do Online Enrolment in this Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrolment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized Certifying Authorities such as eMudhraCA/GNFC/IDRBT/MtnlTrustline/SafeScript/TCS.
2. Bidder then logs into the portal giving user id / password chosen during enrolment.
3. The e-token that is registered should be used by the bidder and should not be misused by others.
4. DSC once mapped to an account cannot be remapped to any other account. It can only be Inactivated.
5. The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under My Documents option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
6. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.
7. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
8. If there are any clarifications, this may be obtained online through the e-Procurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online.
9. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/XLS/RAR/DWF formats. If there is more than one document, they can be clubbed together
10. Bidder should arrange for the EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date and time for the tender
11. The bidder reads the terms and conditions and accepts the same to proceed further to submit the bids.
12. The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
13. There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced. This will help in quick uploading even at very low bandwidth speeds.
14. It is important to note that, the bidder has to Click on the Freeze Bid Button, to ensure that he/she completes the Bid Submission Process. Bids Which are not Frozen are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.
15. In case of Offline payments, the details of the Earnest Money Deposit(EMD) document submitted physically to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected.
16. The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
17. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
18. At the time of freezing the bid, the e-Procurement system will give a successful bid updation message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no, date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.
19. After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.
20. Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.
21. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
22. The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.
23. All the data being entered by the bidders would be encrypted at the client end, and the software uses PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission and not viewable by any one until the time of bid opening. Overall, the submitted bid documents become readable only after the tender opening by the authorized individual.
24. During transmission of bid document, the confidentiality of the bids is maintained since the data is transferred over secured Socket Layer(SSL) with 256 bit encryption technology. Data encryption of sensitive fields is also done.
25. The bidders are requested to submit the bids through online eProcurement system to the TIA well before the bid submission end date and time (as per Server System Clock).

**The following documents (Scan copy) must be furnished upload with the technical bid failing which tender will not be accepted at all.**

1. GST/ PAN card copy
2. Registration certificate of CPWD, MES, Railways, MCD, PWD or other Central/State Govt./Semi Govt .
3. Certificate declaring that the firm has not been debarred/Black listed by the Govt. Deptt./Court of law for doing any business in India.
4. **Receipt of deposition of original EMD**
5. Bid Security Declaration Document
6. The tender documents duly signed by the concerned firm accepting the same should be attached with technical bid.
7. The firm should have experience of two similar nature of works in last three years. Firm should submit experience certificate/ orders in support.

**Prescribed format of receipt of deposition of original EMD :-**

Receipt of deposition of original EMD (Receipt No...../date.....)

1. Name of work.....
2. NIT No.....
3. Amount of Earnest Money Deposit.....
4. Last date of submission of bid.....
5. Agency Name .....
6. EMD No. & Date .....
7. EMD Amount & Last Date .....

**This receipt shall also be uploaded to the CPP Portal by the intending bidder upto the specified bid submission date and time.**

**Tender Cell, ME Unit**

**FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD**  
(On Bidders Letter head)

I / We, the authorized signatory of M/s.....,  
participating in the subject tender No. ....for the item / job of  
....., do hereby declare :

- That I / we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.
  
- That in the event we withdraw/modify our bid during the period of validity or I/we fail to execute formal contract agreement within the given timeline or I/we fail to submit a Performance Security within the given timeline or I/we commit any breach of Tender Conditions/ Contract which attracts penal action of forfeiture of EMD and I/we will be suspended from being eligible for bidding / award of all future contract(s) of ME Unit, Directorate, IARI, New Delhi-11012 for a period of one year from the date of committing such breach.

Signature and Seal of Authorised Signatory of bidder

Name of Authorized Signatory.....

Company Name.....

**CERTIFICATE TO BE SIGNED BY THE TENDERER**

*It is certified that I have read and understood and will comply with all instructions contained in Terms & conditions of this tender documents. All pages submitted with this tender document from page \_\_\_\_ to \_\_\_\_ have been filled properly and signed with seal of the firm/company.*

Signature of tenderer: .....

Name in block letters: .....

Name of firm: .....

Full address: .....

.....

i) Telephone No. : .....

ii) Mobile No. : .....

iii) Fax No. : .....

iv) Email ID : .....

**Signature of Tenderer with office seal**