



भा.कृ.अनु.प.- राष्ट्रीय कृषि उपयोगी सूक्ष्मजीव ब्यूरो



ICAR-NATIONAL BUREAU OF AGRICULTURALLY IMPORTANT MICROORGANISMS

पोस्ट व ग्राम - कुशमौर, मऊ (उ.प्र.) २७५१०३

Village & PO : Kushmaur, Mau 275103 (UP)

Tel : (0547) 2530080, FAX : (0547) 2530381, E-Mail: nbaimicar@gmail.com, (Web): www.nbaim.org.in

F.N 05/Store/NBAIM/2016-17

Date: 27.04.2016

TENDER NOTICE FOR RATE CONTRACT FOR Cleaning and miscellaneous items

On behalf of the President, ICAR, Director, National Bureau of Agriculturally Important Microorganisms, Kushmaur, Mau (U.P) invites sealed tenders form various firms for the supply of stationary items and Printer Catridges and toners.

S. NO	Paperrticulars	Detail Specifications	Bid Security (EMD) in Rs.
1.	Cleaning and miscellaneous items.	Please see in Annexure-I	Rs.7000/

The schedule of tender is as follows:

Last date of acceptance of tender : 23.05.2016 at 11:00AM

Date of opening of tenders : 23.05.2016 at 11:30AM

The institute will not be held responsible for any sort of postal delay. **Single bid system will be followed.**

Duly filled in and sealed tender form should be submitted for aforementioned items along with required **Bid security (Earnest Money Deposit) in shape of Demand Draft(DD) of Rs. 7000/- and Rs. 500/- as tender fee separately. The DD should be in favour of ICAR Unit NBAIM, Mau payable at Maunath Bhanjan** on the scheduled date and time positively. Any tender form received after stipulated date & time or received without Bid security as specified above shall be deemed as rejected. Tender forms so received will be opened on the stipulated date & Time in the presence of tenderer or their authorized agents. The Competent Authority reserves the right to accept or reject the tenders at any time without assigning any reason thereof. Terms& Conditions and Tender form can be downloaded from our website www.nbaim.org.in and www.mgrportal.org.in and CPP Portal.

Administrative officer



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F.N 04/Store/NBAIM/2016-17

Date: 18.04.2016

- Description of the requirement and Quantity : (As enclosed in Annexure-I)
1. Guiding specification and other Technical Details : (As enclosed in Annexure-I)
 2. Terms of delivery (Delivery at site) : FOR ICAR-NBAIM, MAU
 3. Last date of acceptance of tenders : 23.05.2016 at 11:00AM
 4. **Price structure:**
 - a. The tender shall quote for the complete requirement of services and for the full quantity as shown price in the list of requirements in Annexure-I
 - b. **The rates and prices quoted shall be strictly in Indian Rupees otherwise the tenders will be cancelled.**
 - c. All duties, taxes and levies applicable as Government of India rules by the supplier shall be included in the quoted priced.
 - d. The rates and prices quoted by the supplier shall remain firm and fixed during the period of the contract and shall not be subject to variation on any account whatsoever, including statutory variations, if any.
 5. **Receipt of good and Terms of Paperyment:**
 - a. Paperyment terms for supply of printing jobs

Immediately on receiving the goods at site, the ICAR-NBAIM will verify the quantities of the items supplied as specified in the delivery challan of the supplier and also check for any suficial damage etc. Supplier will have to submit the bill of completed order within 10 days of supply.
 6. **Dispute Resolution Mechanism:**
 - a) If any dispute or difference arises between the NABIM and the supplier relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions.
 - b) You are also required to fulfill the following conditions and furnish the details as indicated in subsequent paragraphs.
 - c) The ICAR-NBAIM reserves the right to increase or decrease, the quantity of goods and services as specified in the list of Requirements, without any change in the unit price or other terms And conditions.
 - d) Please furnish a certified copy of IT registration/PAN details.

- e) Please indicate if you are currently registered with any Govt. Organization and if registered, furnish all relevant details.
 - f) Please states whether business dealings with your firm presently stand banned by any Government organization and, if so, furnish relevant details.
 - g) A supplier shall not submit more than one quotation for the same set of goods. No pooling should be done in association with any other supplier.
 - h) Correction or over-writing in the tender document in not permissible. The quotation(s) as well as the contract shall be written in English language. All correspondence and other documents pertaining to the quotation(s) and the contract, which the parties exchange, shall also be written in English.
 - i) The quotation and all correspondence and documents relating to the quotation Exchanged between the bidder and ICAR-NBAIM may also be written in Hindi language provided that the same accompanied by an English translation, in which case, for the purpose of interpretation of the quotation, the English translation shall govern.
 - j) The contract shall be governed by the laws of India and interpreted in accordance with such laws.
 - k) The quotation/offer shall remain valid for acceptance for a period not less than 90 days after the specified date of opening of the offers.
 - l) A DD/Banker's cheque of **Rs. 7000/-** as Bid security (EMD) in favor of **ICAR UnitNBAIM, Mau payable at Maunath Bhanjan, Branch** is to be enclosed along with the quotation. No quotation shall be considered without the Bid security (EMD) and tender fee of Rs.500/.
 - m) In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded for whatsoever reason(s), to honor the contract, the EMD/formance Security deposited would be forfeited.
 - n) PAN /TIN and other details should be provided in **Annexure-II**.
 - o) **The firm whom the tender will be awarded, will have to deposit the performance security amounting to Rs 20000/(Rs. Twenty thousand only) till such time the period of contract expires. If the supply/services are not found to be satisfactory, the performance security is liable to forfeited.**
7. The tender shall be sealed in an envelope. The envelope shall be addressed to the Director ICAR-NBAIM and it should also bear the "Tender enquiry and the words **"DO NOT OPEN BEFORE 23.05.2016 at 11:30 AM** (the time and date of opening of the tenders)". The tender envelope will bear the full address of the ICAR-NBAIM. The supplier must ensure that its tender duly sealed as above, reach the ICAR-NBAIM at the time and date. The supplier may, at its choice, send the tender by regd. Post/ speed post. Alternatively, the supplier may also submit by hand , the tender to the ICAR-NBAIM in which case the ICAR-NBAIM shall give the supplier a receipt, indicating the time & date of receipt of the tender.
8. Late received tenders by the ICAR-NBAIM will be ignored. Further, the ICAR-NBAIM does not accept any liability and responsibility for the tenders in case the same are not properly sealed and marked and/or sent as above.
9. The tenders, which are received on time, will be opened at ICAR-NBAIM's office **23.05.2016 at 11:30AM** The ICAR-NBAIM will open the tenders in the presence of the on tender's duly authorized representatives, who choose to attend the tender opening if any.
10. The ICAR-NBAIM will evaluate and compapperre the tenders which are substantially responsive i.e. specifications etc. the ICAR-NBAIM will award the contract to the supplier whose tender will be determined to be responsive and offering the best evaluated deal.
11. In spite of the above, the ICAR-NBAIM reserves the right to accept or reject any tender or annual the tendering process and reject all tenders 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 tenders or tenders.

12. **Tenderer may enclose documentary evidence of undertaking such type of jobs with other government/non-government agencies in past.**
13. Please submit your tender accordingly. You shall sign all the pages of your tenders. **Your price may be furnished in the format enclosed as Annexure-II.** You are also required to return this original tender enquiry (all the paperges), as it is, duly signed by you on every pages, for our record. You may retain a photocopy of this tender enquiry for your records.

Encl: Annexure-I, II,

Administrative officer

FORMAT OF PRICE QUOTATION

S. NO	Items	Quantity	Model/Make	Rate (In Rs.)
1.	Duster White 24x24	Per No.		
2.	Yellow Computer Duster 24x24	Per No.		
3.	White Board Duster	Per No.		
4.	Dustbin Medium	Per No.		
5.	Plastic Mug 01 Ltr.	Per No.	Cello/RK	
6.	Plastic Mug 1.5 Ltr.	Per No.	Cello/RK	
7.	Plastic Jug 01 Ltr.	Per No.	Cello/RK	
8.	Plastic Jug 1.5 Ltr.	Per No.	Cello/RK	
9.	Black Phenyl 01 Ltr. Pack	Per No.		
10.	White Phenyl 01 Ltr. Pack	Per No.		
11.	Surf 500 gm	Per No.		
12.	Soap Small	Per No.		
13.	Fool Broom	Per No.		
14.	Seek Broom	Per No.		
15.	Acid Toilet 01 Ltr.	Per No.		
16.	Scratch Brite	Per No.		
17.	Pochha	Per No.		
18.	Napkeen Paper	Per No.		
19.	Toilet Brush	Per No.		
20.	Wiper	Per No.		
21.	Phenyl Goli	Per Pkt.		
22.	Bucket 18 Ltr.	Per No.		
23.	Colin	Per No.		
24.	Tissue Roll	Per No.		
25.	Tissue Paper	Per No.		
28.	Hand Wash	Per No.		
29.	Towel	Per No.		
30.	Thermus 01 Ltr.	Per No.	Milton/Eagle	
31.	Thermus 02 Ltr.	Per No.	Milton/Eagle	
32.	Thermus 05 Ltr.	Per No.	Milton/Eagle	
33.	Serving Tray Big	Per No.		
34.	Serving Tray Small	Per No.		
35.	Cup & Saucer	One set.	Bone China	
36.	Tea Spoon Steel	One Dozen.		
37.	Rain Coat	Per No.		
38.	Umbrella	Per No.		

39.	Electric Kettle (01 Ltr.)	Per No.		
40.	Electric Kettle (1.5 Ltr.)	Per No.		
41.	Torch 3 cell	Per No.	Eveready	
42.	Horpac	Per No.		
43.	All. Out Refill with Machine	Per No.		
44.	Hit	Per No.		
45.	Odonil	Per No.		
46.	Room Freshner	Per No.		

- We agree to print the above goods & allied services. We confirm that the same and attached the relevant documents
- (In case a tenderer desires to put some additional/modified stipulations, terms& conditions etc. the same may be clearly indicated).
- We confirm that our offer will remain valid or acceptance for 90 days after the date of opening of tenders.

.....
 (Signature, name and designation of the authorized executive of the tendering firm)
 For and on behalf of.....

(Name and address of the tendering firm)

(Seal of the tendering firm)

Annexure:II

Name of the firm : -----

Registered/Postal Address : -----

1.	Phone number/Mobile number	
2.	E-mail Address	
3.	PAPER No	
4.	VAT/TIN , if applicable	
5.	Bank Details: Bank Name: Branch Address with Phone Account : Type of account (Current/Saving):	
6.	RTGS/IFSC code & Branch	