GST: 29AAALD0994N1ZM


# भा.कृ.अनु.प.-काजू अनुसंधान निदेशालय

दर्बे पोस्ट, पुत्तूर - 574 202, दक्षिण कन्नड, कर्नाटक

# ICAR - DIRECTORATE OF CASHEW RESEARCH

Darbe P.O., Puttur - 574 202, Dakshina Kannada, Karnataka

Phone: 08251- 231530 (Off.); EPABX: 08251- 230902, 236490; Fax: 08251- 234350

Email: dircajures@yahoo.com. dircajures@gmail.com, dircajures@rediffmail.com


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No.F. 694(SCSP)/2020-Stores Dated: 19.02.2020

## e-TENDER NOTICE

Sealed Quotations are hereby invited for the following supply from the Agencies/Firms Registered with Central/State Govt./Semi Govt. agencies. The contractor must have valid IT-PAN number for the undertaking of supply mentioned below:

| Sl. No. | Material particulars | Qty | EMD Amount (Rs.) | Time of Supply |
|---|---|---|---|---|
| 1 | Supply of Female Cross Breed Heifers:<br>a. Holstein Friesian (HF) cross breed Heifers ... 33 Nos.<br>b. Jersey cross breed Heifers ... 40 Nos. | 73 Nos. | 54,750-00 | 15 days |
| 2. | Supply of Local/Desi Type Goats:<br>a. Female Goats .. 220 Nos.<br>b. Male Goats .. 55 Nos. | 275 Nos. | 41,250-00 | |

Last date & time submission of e-tender : up to 10:30 hours of 05.03.2020

Opening of e-tender : 10:30 hours of 06.03.2020

Desirous and eligible agencies for details & submission to e-tender may visit http://eprocure.gov.in/eprocue/app

Details are also available in the Institute website :https://cashew.icar.gov.in

Director

**NOTICE FOR INVITING TENDER (NIT)**

**Tender No: 694(SCSP)/2020-Stores** **Date: 19-02-2020**

| | |
|---|---|
| **Name of the Institute** | **ICAR-Directorate of Cashew Research, Puttur 574 202** |
| **Place of Work** | **ICAR-Directorate of Cashew Research, Puttur 574 202** |
| **Date of Release of Tender** | **19 February 2020** |
| **Last Date of Submission of bids** | **05 March 2020, 10.30 Hrs** |
| **Date of opening of bids** | **06 March 2020, 10.30 Hrs** |
| **Place of opening of bids** | **ICAR-Directorate of Cashew Research, Puttur 574 202** |
| **Cost of EMD (Rs.)** | **Female Cross Breed Heifers - Rs. 54,750/-**<br>**Local/Desi Type Goats - Rs. 41,250/-** |
| **Time of supply** | **15 Days** |

**Instruction for Online Bid Submission:**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: www.eprocure.gov.in.

**REGISTRATION:**

- Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (url: https://eprocure.gov.in/eprocure/app) by clicking on the link `Click here to Enroll'. Enrolment on the CPP Portal is free of charge.

- As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

- Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

- Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.

- Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others, which may lead to misuse.

- Bidder then can logs into the site through the secured login by entering their user ID / password and the password of the DSC / e Token.

**SEARCHING FOR TENDER DOCUMENTS:**

- There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.

- Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective `My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / E-mail in case there is any corrigendum issued to the tender document.

- The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

**PREPARATION OF BIDS:**

- Bidder should take into account any corrigendum published on the tender document before submitting their bids.

- Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100dpi with black and white option.

- To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, Registration certificate & License copy etc. ) has been provided to the bidders. Bidders can use `My Space' area available to them to upload such documents. These documents may be directly submitted from the `My Space' area while submitting a bid, and need not be uploaded repeatedly. This will lead to a reduction in the time required for bid submission process.

**SUBMISSION OF BIDS:**

- Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

- The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

- Bidder has to select the payment option as `offline' to pay EMD as applicable and enter details of the instrument(s).
- The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission,

- All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bid encryption technology. Data storage encryption of sensitive fields is done.

- The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

**ASSISTANCE TO BIDDERS:**

- Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the Tender.

- Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24*7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

**GENERAL INSTRUCTIONS TO THE BIDDERS:**

- The tenders will be received online through portal https://eprocure.gov.in/eprocure/app. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.

- Possession of Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/ e-Token in the company's name is a prerequisite for registration and participating in the bid submission activities through https://eprocure.gov.in/eprocure/app. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site https://eprocure.gov.in/eprocure/app under the link `Information about DSC'. Tenderers are advised to follow the instructions provided in the `Instructions to the Tenderers for the e- Submission of the bids online through the Central Public Procurement Portal for e-Procurement at https://eprocure.gov.in/eprocure/app.

## Annexure I: INVITATION FOR BIDS (IFB)

1. ICAR-Directorate of Cashew Research, Puttur, Karnataka is the premier Research Institution with the mandate of conducting research on Cashew in the country and functioning under the administrative control of Indian Council for Agricultural Research, Ministry of Agriculture & Farmers Welfare, Government of India. ICAR-DCR invites `ONLINE' bids from eligible bidders for the **award of "Supply of Holstein Friesian (HF)/ Jersey Cross Breed Heifers and Local/Desi Type Goats under SCSP Project to ICAR-DCR, Puttur.**

2. Contact information:

   ICAR-Directorate of Cashew Research, Puttur, Karnataka, India, Tel No.: EPABX: 0091- 08251 230902, 236490 E-mail: dircajures@yahoo.com, dircajures@gmail.com

3. Double bid System – Online submission through https://www.eprocure.gov.in/eprocure/app : The Double bid system will be followed for this tender. In this system, bidder must submit their offer - online in separate envelopes/packets as explained below:

   **Online - Envelope No. 1: "Technical Bid" shall contain: (PDF format only)**

   **a.** Scan copy of Demand draft towards **Earnest Money Deposit as per Annexure V enclosed is to be** drawn in favour of ICAR Unit DCR, Puttur. (The Earnest Money Deposit/ EMD Exemption Certificate **must reach physically** at the place of Opening of the Tender on or before the Due Date & Time of the Tender Submission).

   **b. Technical bid details (in PDF format)**

   **i. Copy of PAN Card and copy of the latest Income Tax Return.**
   **ii. Copy of EMD or EMD Exemption certificate**
   **iii. Duly filled Annexure III & IV**
   **iv. Certificates duly certified by the veterinarian with vaccinations, reproductive health status and general heath of Heifers.**
   **v. Health & Vaccination certificates of Goats issued by the Veterinarian.**
   **vi. Any other documents if necessary**

   c. Duly filled Technical Bid with proper seal and signature of the authorized person (with name, designation, email id & contact no.)

   d. Other documents necessary in support of eligibility criteria, brochures etc.

   e. The Technical Bid along with detailed terms and conditions, complete in all respects with proper seal and signature of authorized person with name, designation, email id and contact no.

   f. A copy of Certificate of Incorporation, Partnership Deed / Memorandum and Articles of Association / any other equivalent document showing date and place of incorporation, as applicable.

   g. Any Technical bid documents attached to 'NIT' will not be considered. The document should be attached only to 'Tender Document' file.

Note: ICAR-DCR, Puttur reserves the right to reject the bid if any of the above listed document(s) is/are not submitted and only online bid is consider.

4. Last date for submission of bids on **05 March 2020, 10.30 Hrs** at ICAR-Directorate of Cashew Research, Puttur, Karnataka, India, Tel No.: EPABX: 0091- 08251 230902, 236490 E-mail: dircajures@yahoo.com, dircajures@gmail.com

5. Technical bids will be opened - online on **06 March 2020, 10.30 Hrs** at ICAR-Directorate of Cashew Research, Puttur, Karnataka, India, Tel No.: EPABX: 0091- 08251 230902, 236490 E-mail: dircajures@yahoo.com, dircajures@gmail.com

The bid must be submitted on-line. **The EMD or EMD Exemption Certificate etc. must be submitted in person or through post/ courier (ICAR-DCR, Puttur shall not be responsible for any postal delays or any other reason for not submitting the EMD/EMD Exemption Certificate etc. in the specified time and resulting in disqualification / rejection of any bid) so as to reach on or before the due date and time.**

## Annexure II: INSTRUCTIONS TO BIDDERS (ITB)

**1. Locations for the Work**

The entire works as described in Schedule of Requirements must be undertaken at ICAR – Directorate Cashew Research, Puttur 574 202, Karnataka

**2. Order Placements:**

The Work Order shall be released by**: Director, ICAR-**Directorate Cashew Research, Puttur 574 202, Karnataka

The payments shall be released by: **Director, ICAR-** Directorate Cashew Research, Puttur 574 202, Karnataka

**3. Eligibility Criteria:**

The bidders should submit the required documents/financial instruments as stipulated in para 3 of Annexure I

The bidder must not be blacklisted by ICAR-DCR, Puttur or any other Educational/R&D/Govt. organizations. A certificate or undertaking to this effect must be submitted.

Note: The bidders should provide sufficient documentary evidence to support the eligibility criteria. ICAR-DCR, Puttur reserves the right to reject any bid not fulfilling the eligibility criteria.

**4. Amendment to Bidding Documents**

4.1 At any time prior to the deadline for submission of bids, ICAR-DCR, Puttur may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.

4.2 The amendments to the tender documents, if any, will be notified by release of Corrigendum Notice in print media / website. The amendments/ modifications will be binding on the bidders.

4.3 ICAR-DCR, Puttur at its discretion may extend the deadline for the submission of bids if it thinks necessary to do so or if the bid document undergoes changes during the bidding period.

**5. Earnest Money Deposit (EMD)**

- The Earnest Money Deposit (EMD) must be submitted prior to the DUE DATE of submission of the online bid of amount show in tender notice/schedule should be remitted as EMD in the form of Demand Draft in favour of ICAR Unit DCR, Puttur payable at PUTTUR.
- The bid submitted without EMD shall stand rejected. No interest shall be payable on EMD.
- The EMD will be returned to the bidder(s) whose offer is not accepted, within 30 days from the date of opening of Technical bid(s). In case of the bidder whose offer is accepted, the EMD will be returned after satisfactory completion of supply without interest.

- The successful bidder, on award of contract / order, must send the contract/ order acceptance in writing, within 7 days of award of contract/ order, failing which the EMD will be forfeited and the order will be cancelled.

**6. Submission of Bids- Online PDF format only.**

Tender should be duly filled in (on the assigned space), duly signed with the digital signature and submitted online. All mandatory fields marked (*) have to be filled by the tenderers.

**7. Deadline for Submission of Bids – Online Only.**

7.1 Bids must be received by ICAR-DCR, Puttur before the due date and time at the address specified in the tender document.

7.2 ICAR-DCR, Puttur may extend this deadline for submission of bids by amending the bid documents and the same shall be suitably notified in the media.

**8. Late Bids**

ICAR-DCR, Puttur shall not be responsible and liable for the delay in receiving the bid for whatsoever reason.

**9. Bid Opening & Evaluation of Bids:**

9.1 The Electronic tender will be opened only after stipulated closing date and time of tender as shown in the website. The technical bids will be evaluated in two steps. The bids will be examined based on eligibility criteria stipulated at Annexure - II to shortlist the eligible bidders.

9.2 The technical bids of only the short listed eligible bidders shall be evaluated based on technical specifications stipulated at Annexure – IV.

9.3 The bidders whose technical bid is found to meet both the requirements as specified above will qualify for opening of the Technical bid and will be informed about the date and time of the opening of the Technical bid.

9.4 The duly constituted Tender Evaluation Committee (TEC) shall evaluate the bids.

**10. Comparison of Bids**

10.1 Only the short-listed bids from the bid evaluation shall be considered for commercial comparison.

10.2 The Technical bids will be evaluated on the basis of prices quoted. The contract will be awarded to lowest evaluated bidder.

**11. Award of Contract**

11.1 ICAR-DCR, Puttur shall award the contract to the eligible bidder whose technical bid has been accepted and determined as the lowest evaluated commercial bid based on the Grand Total calculated of all items etc. of the Commercial Bids.

11.2 If more than one bidder happens to quote the same lowest price, ICAR-DCR, Puttur reserves the right to decide the criteria and further process for awarding the contract, decision of ICAR-DCR, Puttur shall be final for awarding the contract.

## निबंधन और शर्तें General Terms & Conditions:-

1. 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.

2. Before quoting the rates, the tenders/bidders in their own interest are instructed to visit the site for understanding the work conditions, nature of work involved, etc

3. Quotations received after due date and time shall not be entertained.

4. The quoted rates must be valid for 90 days.

5. Rates quoted must be given in the prescribed format in BOQ only including of Loading/Unloading, Transportation, Levies, Duties, Any other Taxes etc. However, Rate of GST is nil for Live Bovine Animals, Sheep and Goats.

6. The agency should furnish an Earnest Money deposit of amount shown in tender notice/tender schedule along with bid in the form of Account Payee Demand Draft from any of the Commercial banks in favour of "ICAR Unit DCR, Puttur" payable at State Bank of India, Puttur Branch. Name of the Tenderer and Tender reference number has to be written behind the EMD DD/Bankers Cheque. The Scanned copy of EMD by way of Demand Draft/Bankers Cheque in PDF format should be attached in Cover-I of the E-tender. The offer without EMD/EMD Exemption certificate will be rejected. The EMD will be returned to the unsuccessful bidders after the orders are placed with the successful bidder. The EMD will be forfeited if the bidder fails to accept the order based on his/her bid or fail to carry out the work. The quotation must be for the whole work and not in fragments. **(In case of EMD Exemption, the copy of EMD exemption certificate must reach physically at the place of Opening of the Tender on or before the Due Date & Time of the Tender Submission).**

7. **Contractors must quote rate for each item of work**. While entering if any of the cells is found to be left blank, the same shall be treated as '0'.(Zero) Therefore if any cell is left blank and no rate is quoted by the contractor the rate of such items shall be treated as '0'(zero) and the item of work shall be done free of cost.

8. GST and other tax will be paid directly to the concerned department by the Contractor as per the rule and same shown in the final bill. Further after remittance, copy of the same should be furnished at this Office.

9. Supply are to be executed strictly as per the specification mentioned in the tender document, failing which, payment will not be made.

10. The rates quoted in the Financial bid shall be treated as final rates and no escalation of rates shall be entertained.

11. The payment shall be released only after the final bill is submitted by the contractor after Physical completion of supply and as per the actual measurements at Site. No part Payment/supplementary/enhanced/revised shall be considered in any circumstances.

12. The supply has to be completed in 15 Days from the date of receipt of order.

13. Penalty clause to be imposed at 0.25% per month subject to maximum of 2.5% of the total cost of supply if supply not completed within the schedule time or mutually extended time.

14. Please note in case of closing/opening day of the tender happen to non-working day due to bandh/strike/holiday etc., the tender will be opened on the following working day.

15. The decision of the Competent Authority shall be final to select the competent firms/contractors.

16. Conditional bid will be treated as non-responsive bids and will be rejected without consideration.

The Director, DCR, Puttur reserves the right to accept or reject any tender/all tenders without specifying any reason whatsoever. No correspondence shall be entertained in this regard. The decision of the Director shall be final and binding on all concerned in such matters.

I/We hereby tender for the execution of the works referred in the aforesaid document upon the terms and Conditions contained in referred to therein and in accordance in all respects with the specification, design and other relevant details at the rate contained in schedule of items of works

I agree to undertake and execute the works as per the terms and conditions

**Additional Terms & Conditions:**

1. Before supply, the Heifers should be duly certified by the veterinarian with vaccinations, reproductive health status and general health.

2. Before supply of Goats, Supplier should submit the health and vaccination certificates issued by the Veterinarian.

3. Annual health insurance certificate should be provided.

4. The rate should be indicated inclusive of Tax, Loading/Unloading, Transportation charges etc.

(END OF Annexure II)

## ANNEXURE III: TENDER ACCEPTANCE LETTER

(To be given on Company/Contractor Letter Head).

Date:

To:

The Director
ICAR- Directorate of Cashew Research
Puttur 574 202, DK
Karnataka

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned `Tender/Work' from the web site(s) namely: https://cashew.icar.gov.in / www.eprocure.gov.in, etc.; as per your NIT / advertisement, given in the above-mentioned website(s).

2. The corrigendum(s) issued from time to time by your department / organization too has also been taken into consideration, while submitting this acceptance letter.

3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(S) / corrigendum(s) in its totality / entirety.

4. I / We do hereby declare that our Firm has not been blacklisted / debarred by any Govt. Department/Public sector undertaking.

5. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the fully said earnest money deposit absolutely.

Yours Faithfully,

Authorized Signatory.

(Signature of the Bidder, with Official Seal)

Email id for correspondence

## ANNEXURE IV:

## PARTICULARS OF QUOTING AGENCY

1. Name of the Agency :

2. Full address with Phone No., E.mail etc :

3. Name of the Proprietor :

4. PAN No. /Circle/ Ward :

5. Earnest money deposited with No. dated :

6. Details of work experience in Central/State Govt. establishments//Autonomous bodies/ Corporation (enclose copy) :

7. Name, A/c. No, IFSC code and full address of your Bank :

8. Name of the permanent Representative to be visiting ICAR- DCR, Puttur regarding the contract. :

9. Any other information required :

Date :

Place :

AUTHORISED SIGNATORY

Please add supplementary pages to be numbered wherever needed by the Tenderer

ANNEXURE - V

TENDER SCHEDULE

| Sl. No. | Description of the work | Unit | Approx. Qty. | EMD (Rs.) |
|---|---|---|---|---|
| 1(a) | **Supply of Holstein Friesian Cross Breed Heifers - Female**<br>Age : 18-24 Months disbudded Heifers<br>Colour : Conforming to breed characters (White & Black)<br>Approx. Body weight : 200 - 250 Kgs.<br>Reproductive Health Status : Well developed internal genitalia (uterus and ovaries) and external genitalia. | 33 | Nos. | 54,750-00 |
| 1(b) | **Supply of Jersey Cross Breed Heifers - Female**<br>Age : 18-24 Months disbudded Heifers<br>Colour : Conforming to breed characters (Brown)<br>Approx. Body weight : 175 - 200 Kgs.<br>Reproductive Health Status : Well developed internal genitalia (uterus and ovaries) and external genitalia. | 40 | Nos. | |
| 1(c) | **Supply of Local/Desi type Goats: Female**<br>Age : 5-6 Months<br>Approx. body weight : 10-14 Kgs. | 220 | Nos. | 41,250-00 |
| 1 (d) | **Supply of Local/Desi type Goats: Male**<br>Age : 5-6 Months<br>Approx. body weight : 10-14 Kgs. | 55 | Nos. | |

*** Rates must be inclusive of Loading/Unloading, Taxes, Levies, Transportation charges etc.***