



Ph. No. : 06742386220
Fax: 0674 – 2386242
Email :nrcwa@nic.in
Web :http://www.drwa.org.in

कृषि रत महिला अनुसंधान निदेशालय
Directorate of Research on Women in Agriculture
(भारतीय कृषि अनुसंधान परिषद)
(Indian Council of Agricultural Research)
कलिंग स्टुडिओ के सामने, Opp. Kalinga Studio,
डाकघर - बरमुन्डा, भुवनेश्वर - 751 003 (ओड़ीशा) भारत
P.O. Baramunda, Bhubaneswar - 751 003 (Orissa) INDIA

V-11016/02/12-Admn

Dated December 17, 2011

Limited Tender Enquiry
No.EQ01/12

We have a requirement of the goods as indicated below, tender for which will be opened at **15:00 hrs on 09.01.2012** and you are invited to submit your most competitive quotation for the same. All the relevant details are given below:

- i) Description of the goods required and the required quantity: As enclosed in **Annexure- 1**.
- ii) Guiding specification and other technical details: As enclosed in **Annexure-2**.
- iii) Terms of delivery: Delivery at site, viz, As enclosed in **Annexure-2**.
- iv) Delivery period for goods: Within **21 (twenty one) days** from the date of the purchaser's signing the contract.
- v) Erection / installation and commissioning (if required, depending on the goods ordered) To be completed within **7 (seven) days** of delivery of the goods at site.
- vi) Terms of Inspection by the purchaser's representative: The materials shall be inspected by authorized representative of the Purchaser at the place of installation.
- vii) Training of purchaser's operator(s): For operating the goods ordered, as and if necessary one operator is to be trained for a period of one week at purchaser's premises for successfully operating the goods purchased. The training shall be completed within 10 working days from the date of installation.
- viii) Price structure:
- a) The tenderer shall quote for the complete requirement of goods & services and for the full quantity as shown against a serial number in the List of Requirement in Annexure -1. Unless otherwise specified in Annexure-1, the tenderers are, however, free not to quote against all the serial numbers mentioned in the list of Requirements (in case there are more than one serial number in the list of Requirements)
- b) The rates and prices quoted shall be in Indian Rupees only.
- c) All duties, taxes and levies payable by the supplier under the contract shall be included in the quoted price. The purchaser will not pay any such duties, taxes and levies separately.
- d) The rates and prices quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including statutory variations, if any.
- ix) Receipt of goods & Terms of payment:
- a) Payment term for supply of goods, including erection/ installation and commissioning (as and if applicable). Immediately on receiving the goods at site, the purchase will verify the quantities of the items supplied as specified in the delivery challan of the supplier and also check for any superficial damage etc. in the goods so supplied and issue a provisional receipt accordingly. If the goods supplied do not require erection /installation and commissioning at site, the purchaser, within three working days of issue of the provisional receipt, will issue acceptance certificate (of the goods) to the supplier, provided the goods supplied are acceptable in terms of the contract. However, if the goods supplied also

need erection / installation and commissioning, the purchaser will issue acceptance certificate within two working days, after successful erection /installation and commissioning. The supplier will then send its invoice along with the purchaser's acceptance certificate and other accompanying documents to the paying authority for payment. The paying authority will release the full payment to the supplier as due in terms of the contract, within seven working days of receipt of supplier's invoice, purchaser's receipt certificate and other accompanying documents provided the same are in order.

b) Payment for training purchaser's operator(s), if applicable.

After release of payment to the supplier as per sub-para(a) above and after successful completion of training of the operator (s) in terms of contract, the purchaser will immediately issue a certificate to this effect to the supplier. The supplier will thereafter send its invoice for training charges, along with the above certificate to the paying authority. The paying authority will release the payment to the supplier in terms of the contract within seven working days of receipt of supplier's invoice provided the invoice and the accompanying documents are in order.

x) Paying Authority: DIRECTOR, DIRECTORATE OF RESEARCH ON
WOMEN IN AGRICULTURE, BHUBANESWAR

xi) Signing of contract

At the same time as purchaser notifies the successful bidder that its bid has been accepted, the purchaser will send to the bidder by registered post or speed post, the contract form provided in the bidding documents, incorporating all agreements between the parties.

Within 10 (ten) days of issue of the contract form by the purchaser, the successful bidder shall sign and date the contract and return it to the purchaser by registered post or speed post.

xii) PERFORMANCE SECURITY

Within 21 (twenty one) days after the issue of notification of award by the purchaser, the supplier, shall furnish performance security to the purchaser for an amount of 5% (five per cent) of the contract value, valid upto 60 (sixty) days after the date of completion of all contractual obligations by the supplier, including the warranty obligations.

In the event of any correction of defects or a replacement of defective material during the warranty period, the warranty for the corrected/replaced material shall be extended to a further period of twelve months from the date of the correction/replacement and the Performance Security for the proportionate value (which will be determined by the purchaser in consultation with the supplier) shall be extended by 60 (sixty) days over and above the extended warranty period.

In the event of any contract amendment, the supplier shall, within 21 (twenty one) days of issue of such amendment, furnish the necessary amendment to the Performance Security, rendering the same valid in all respects in terms of the contract, as amended.

The proceeds of the Performance Security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete its obligations under the contract.

The Performance Security shall be denominated in Indian Rupees or in the currency of the contract and shall be in the forms of Demand Draft drawn in favour of ICAR-UNIT, DRWA, Payable at S.B.I., P.D. Market, Bhubaneswar or Bank Guarantee as per the format given by the Prucahser.

xiii) Liquidated Damage Clause:

If any time during the performance of the contract, the supplier encounter conditions hindering timely delivery of the goods, the supplier shall promptly inform the purchaser in writing the fact of the delay and the likely duration of the same. After receipt of supplier's communication, the purchaser shall decide as to whether to cancel the contract for the un-supplied portion after the exiting delivery period, or to extend the delivery period suitably by issuing an amendment to the contract. If the supplier fails to deliver the goods and / or perform the services within the contractual delivery period for reasons other than circumstances beyond supplier's control (which will be determined by the purchaser) and the purchaser extends the delivery period, the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5 % (half per cent) of the delivered price of the delayed goods or unperformed services for each week of delay or part thereof until actual delivery or performance. The maximum limit of such deduction will, however, be 10% (ten percent) of the contract price of the delayed goods or services.

Further, during such delayed period of supply and / or performance, the supplier shall not be entitled to any increase in price and cost, whatsoever, on any ground. However, the purchaser shall be entitled to the benefit of any decrease in price and cost on any ground, whatsoever, of the goods & services, supplied during the period of delay.

The purchaser's letter (to the supplier, with copies endorsed to others concerned) extending the delivery period will be subject to the above conditions.

xiv) Warranty Clause:

All the items should carry standard warranty of minimum of 12 months from the date of installation, unless other specifically mentioned.

xv) Dispute Resolution Mechanism

If any dispute or difference arises between the purchaser and the supplier relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by such mutual discussions. However, if the parties fail to resolve the dispute or difference by such mutual discussion within 30 days, either the purchaser or the supplier may give notice to the other party of its intention to refer the same to arbitration. The arbitration shall commence thereafter. The arbitration shall be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect will be as per the Indian Arbitration and Conciliation Act 1996. The venue of the arbitration shall be the place from where the contract is issued.

2. You are also required to fulfill the following conditions and furnish the details as indicated in subsequent paragraphs:

- a) At the time of awarding the contract, the purchaser reserves the rights to increase or decrease by up to 25%, the quantity of goods & services as specified in the List of Requirements, without any change in the unit price or other terms & conditions.
- b) Please furnish a certified copy of your latest ITCC-(Income Tax Clearance Certificate).
- c) Please indicate if you are currently registered with any Govt organization and if registered furnish all relevant details.
- d) Please state whether business dealings with you presently stand banned by any Government organisation and if so, furnish relevant details.
- e) A supplier shall not submit more than one quotation for the same set of goods.
- f) The supplier shall at all times indemnify the purchaser, at no cost to the purchaser, against all third party claims of infringement of patents, trademark or industrial design rights arising from the use of the goods or any part thereof, with respect to the goods quoted by the supplier in its offer.
- g) The quotation (s) as well as the contract shall be written in English language.
- h) 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 the purchaser may also be written in Hindi language provided that the same is 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 accordance with such laws.
- k) The quotation / offer shall remain valid for acceptance for a period not less than **180 days** after the specified date of opening of the offers.
- l)

3. The quotation shall be sealed in an envelope. The envelope shall be addressed to the purchaser and it should also bear the tender enquiry no. and the words "DO NOT OPEN BEFORE....."(*The time and date of opening of the tenders). This envelope should then be put inside another envelope, which will also be duly sealed. The outer envelope will bear the full address of the purchaser. The supplier must ensure that its tender (i.e. quotation), duly sealed as above, reaches the purchaser at least one hour before the time and date of opening tenders. The supplier may, at its choice, send the tender to the purchaser in which case the purchaser shall give the supplier a receipt the time & date of receipts of the tender.

4. The tender, which are received late by the purchaser will be ignored. 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.

5. The tenders, which are received on time (as per para 3 above), will be opened at purchaser's office at **15:00 hrs on 09.01.2012**. The purchaser will open the tenders in the presence of the tenderers' duly authorized representatives, who choose to attend the tender opening.

6. The purchaser will evaluate and compare the quotations which are substantially responsive i.e. which are properly prepared & signed and meet the required terms, conditions, specification etc. The purchase will award the contract to the supplier whose quotation will be determined to be responsive and offering the best evaluated price.

7. Notwithstanding the above, the purchase reserves the right to accept or reject any quotation or cancel the tendering process and reject all 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.

8. Please submit your quotation accordingly. You shall sign all the pages of your quotation. Your price quotation may be furnished in the format enclosed as **Annexure-3**. You are also required to return this original tender enquiry (all the pages), as it is, duly signed by you on every page, for our record. You may retain a photocopy of this tender enquiry for your record.

9. In case of item, a list of users to whom you supplied this item in the past, if any, may be attached along with a copy of catalogue/complete literature of the item. Warranty clause must be given both in case of supply or repair of item/ equipment otherwise your quotation will not be entertained.

Encl : Annexures 1,2,3 & 4

ASSISTANT ADMINISTRATIVE OFFICER

LIST OF ITEMS

Sl. No	Name of the Equipment	Qty	Place of Delivery and Installation
1.	PRE COOLING UNIT FOR STORING FRUITS AND VEGETABLES AT LOW TEMPERATURE	1	DRWA, Bhubaneswar
2.	AUTOCLAVE	1	DRWA, Bhubaneswar
3.	CROP / PLANT CANOPY ANALYZER	1	DRWA, Bhubaneswar
4.	FEED GRINDER	1	DRWA, Bhubaneswar
5.	HEART RATE MONITOR	2	DRWA, Bhubaneswar

Special instructions (if any).....

SPECIFICATIONS & OTHER TECHNICAL DETAILS OF ITEMS

Sl. No	Name of the Equipment	Qty	Specification	Place of Delivery and Installation
1.	Pre Cooling Unit for storing fruits and vegetables at low temperature	1	Size - 2.5x2.0x2.0m, Capacity - 1000kg, Temp - 5-15 degree C, Single door, CFC free refrigerator, air cooled type condenser, digital temp, indicator, humidifier, voltage stabilizer	DRWA, Bhubaneswar
2.	Autoclave	1	Fully automatic Vertical type, 300x500mm double steel body, 3KW, 40 litres, 10-20 psi (0-2.1 kg/cm ²) pressure, accuracy ± 3 , Temp.50-300°C,Digital Temperature indicator cum controller with digital timer, Pressure Gauge, Safety Valve, extra safety valve; Pressure Release Valve, Drain Valve, Single Piece Molded Silicon Gasket, Pedal foot lifting, Water level device optional.	DRWA, Bhubaneswar
3.	Crop / Plant Canopy analyzer	1	LCD display, Memory 120GB or more, Two optical sensors with two interface cable recommended for tree. Operating temperature - 18 to 50 (Variable ± 2), Humidity range 0-90% (variable ± 5 %), keypad with 22 button or more of control unit, Recharge able battery. Wave length range 320 to 480mm (± 10 mm), Separate portable data processing unit with 4 GB RAM, 500 GB Hard Disk, Bluetooth, window 2007,etc.	DRWA, Bhubaneswar
4.	Feed Grinder	1	Suitable for grinding fodder, grass and feed ingredients, Complete system having chamber fitted with covered hopper, Chamber size: 200 mm X 75 mm, Mild steel Chamber and Rotor, Minimum 1.0 H.P. Motor with pulley and belt guard, Sieve sizes: 0.25, 0.50, 0.75, 1.00, and 1.50 mm, Arrangement for observations (plexi glass plate) during operation with L-N Key, Suitable to work on 220 V, 50 Hz AC, Delivery chute to receive ground samples	DRWA, Bhubaneswar
5.	HEART RATE MONITOR	2	[Transmitter in chest belt and receiver in wrist (watch type), Recording rate of 1, 5, 15 and 60 s, Capacity : 99 training files, Heart rate limits : 30 to 240 beats/min, Should be Water resistant with coded wireless transmitter that prevents cross talk with other monitors and adjustable band included, Complete with Software. IR Interface for USB port and Windows operating system or later Suitable for downloading data into computer from heart rate monitor]	DRWA, Bhubaneswar

FORMAT OF PRICE QUOTATION
(Rates should be quoted on the companies stationary strictly in the following format
also to attach necessary leaflets, documents)

Serial No	Description of Goods & allied Services	Specifications with make and model	Accounting Unit	Qty	Quoted Price		Total amount In Rs
					In figure	In words	

Grand Total Cost : Rs _____

We agree to supply the above goods & allied services. We confirm that the same will meet the description, specification and other technical details as required in the tender enquiry.

We confirm that we agree to all other terms & conditions of your tender enquiry including the terms of delivery, period of delivery and warranty provision.

We have furnished all the information, as required in the tender enquiry and attached the relevant documents. (Incase a tender desires to put some additional/ modified stipulations, terms & conditions etc the same may be clearly indicated)

We confirm that our offer will remain valid for acceptance for **180 days after** the date of opening of tenders.

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

.....
 (Seal of the tendering firm)

Date:
 Place:

CONTRACT FORM

Address of the purchaser's
office issuing the contract

Contact No.....

Date.....

1. Name & address of the Supplier
2. Purchaser's tender enquiry No.....dated(followed by further communication No. and date, if any, from the purchaser to the supplier)
3. Supplier's tender No..... dated(followed by further communications No. and date, if any, from the supplier to the purchaser)
4. The contract is hereby placed for the following goods & services in terms of the communications indicated under paras 2 & 3 above.
5. Particulars of the goods and services, which shall be supplied / provided by the supplier are as under :

Serial No.	Brief description & Guiding specifications of Goods/services	Accounting unit	Quantity To be Supplied	Unit Price in Rs.		Total price In Rs.
				In figure	In words.	

Total value (in figure)_____ (in words)_____

6. Terms of Delivery
7. Schedule of erection / installation and commissioning (as and if applicable)
8. Operator's training (if applicable)
9. Delivery Schedule
10. Details of inspection, test and quality assurance, as and if required

(a) Designation and address of inspection agency

(b) Mode(s) and place (s) of conducting inspections and tests

11. Liquidated Damage clause
12. Payment terms
13. Paying Authority
14. Warranty clause
15. Dispute Resolution Mechanism
16. Other term & conditions, not mentioned above, will be in terms of the Communications indicated in paras 2 & 3 above.

.....
(Signature, name and address
of the purchaser's authorized functionary
signing the contract)
For and behalf of.....

Received and accepted this contract

.....

(Signature, name and designation of the supplier's authorized executive)

For and on behalf of

(Name and address of the supplier)

.....

(Seal of the supplier)

Date:

Place: