



भाकृ अनुप-केन्द्रीय कन्द फसल अनुसंधान संस्थान
(भारतीय कृषि अनुसंधान परिषद)
श्रीकार्यम, तिरुवनन्तपुरम - ६९५०१७, केरल, भारत
ICAR-CENTRAL TUBER CROPS RESEARCH INSTITUTE
(Indian Council of Agricultural Research)
Sreekariyam, Thiruvananthapuram-695 017, Kerala, India

Produce tuber reduce hunger



F.No. 13/2017-AICRP-TC PC Cell

Date: 24th January ~~2021~~ ²⁰²²

GST No.32AAAGI0165F1ZZ

NOTICE INVITING TENDER THROUGH LIMITED TENDER ENQUIRY

The Director, ICAR-Central Tuber Crops Research Institute, Sreekariyam, Thiruvananthapuram, invites bids from approved and eligible contractors registered with Govt. organizations such as CPWD, State PWD, MES, Railway, P&T, Public undertaking, Nationalized banks etc. by on line e-tendering process for the following work:-

Sr. No	Name of work & location	Tender fees (Rs)	Earnest money deposit	Period of completion	Last date & time of submission of tender and other documents as specified in the tender	Time & date of opening of tender.
1	Renovation of PC Cell Office at ICAR-CTCRI (Specification and details attached at Annexure-I)	NIL	NIL. Bid Securing Declaration Form to be submitted by the bidders	35 days from date of award of work order	15.02.2022 14.30hrs	16.02.2022 15.00 hrs

1. The bidder(s) must read the general terms and conditions carefully. He /She should submit his/her bid if he/she considers himself eligible and he/she is in possession of all the documents required.
2. Information and instruction for bidders posted on website shall form part of bid document.
3. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from <http://www.ctcri.org> or <https://eprocure.gov.in/eprocure/app> free of cost.

सहायक प्रशासनिक अधिकारी (स्टोर)
Asst. Administrative Officer (Store)

Copy to:-

1. Dr. J.Sureshkumar, Scientist, ICAR-CTCRI, Trivandrum
2. SFAO, ICAR-CTCRI, Tvpam.

SECTION-I

SECTION-II

GENERAL TERMS AND CONDITIONS

1. Tenders are hereby invited from experienced and eligible contractor for **Construction of Insect Proof Net House at ICAR-Central Tuber Crops Research Institute, Sreekariyam, Thiruvananthapuram-695017** as per the schedule and specification of the work enclosed at **Annexure-I**.
2. **Site Visit.** The tenderer is advised in his own interest to visit/examine the site of work before submission of his tender. He may obtain all relevant information that may be necessary for preparation of the bid.
3. **Tender Document.** The tenderer requiring further information or clarification on the tender document may contact the **Assistant Administrative Officer (Store), ICAR-CTCRI, Trivandrum**.
4. The tenderer must fill their rate in the tender. Incomplete tenders submitted which are not as per the instructions are liable to be rejected.
4. Tenderers may also download the tender documents from ICAR-CTCRI's website www.ctcri.org or CPP portal web site www.eprocure.gov.in
6. **Manner of submission of -Tender.** The tender form shall be filled on the blank space with name of bidder with address and rate etc. and send to the Senior Administrative Officer i/c, ICAR-CTCRI, Sreekariyam.P.O., Thiruvananthapuram
7. **Earnest Money Deposit (EMD)/Bid Security.** The EMD/Bid security is NIL, the bidder has to submit **Bid Securing Declaration** as per format specified in Annexure III, otherwise bid will be summarily rejected.
8. **Period of Validity of Tender.** The tender shall remain valid for 90 days after the date of opening.
9. **Omission and Discrepancies** . Should a tenderer find discrepancies in, or omissions from the drawings or any of the tender document or should be in doubt as to their meaning, he should at once notify the authority inviting the tenders, who may send a written instruction to all the tenderers. It shall be understood that every endeavor has been made to avoid any error which can materially affect the basis of the tender and the successful tenderer shall take upon himself and provide for the risk of any error which may subsequently be discovered and shall make no subsequent claim on account.
12. **Canvassing.** Any effort by the tenderer to influence the representative of ICAR-CTCRI in making the decision in respect of tender evaluation or award of contract will result in rejection of the e-tender.

13. **Right of ICAR-CTCRI to deal with tenders.** The Director, ICAR-CTCRI reserves the right to accept or reject any e-tender or all the e-tenders at any time prior to award of contract without assigning any reasons whatsoever and no correspondence shall be entertained in this regard.
14. **Misleading information.** If the tenderer/tenderers deliberately gives/give any wrong information or suppresses/any material facts or makes/make false representations in this tender or creates/create circumstances for the acceptance of his/their tender. ICAR-CTCRI reserves the right to reject such tender at any stage or cancel the order even after acceptance of the tender at the risk of the tenderer/tenderers.
15. **Award of work.** ICAR-CTCRI will notify the successful tenderer in writing by a registered letter or email to confirm that his tender has been accepted.
16. **Signing of contract.** The successful tenderer has to sign the agreement on non-judicial stamp paper of value Rs 200/- within 10 days from the receipt of offer of contract. The tenderer has to arrange the stamp paper at his own cost.
17. **Performance Guarantee.** The successful tenderer has to pay **3% of the tendered amount** as Performance Guarantee in the form of Demand Draft in favour of **“ICAR Unit – CTCRI”** payable at Thiruvananthapuram before commencing the work. Performance Guarantee shall be treated as Security deposit shall be refunded after 180 days from the date of successful completion of the work. If the successful tenderer fails to deposit the performance guarantee within 15 days from the date of receipt of work order, it will be presumed, that the contractor is not interested in the contract and the offer of contract shall be cancelled and Bid Securing Declaration will be invoked. If the contractor fails to rectify the defect even after the receiving written instructions from ICAR-CTCRI such works shall be done departmentally, and the expenditure shall be deducted from the security deposit of the contractor.
18. **Completion of work and Penalty for delay in completion.** All the work items as per the enclosed Annexure-I shall be completed positively on or before the prescribed completion period as indicated in Annexure I. Any willful delay on the part of the contractor in completing the construction within the stipulated period will render him liable to pay Liquidated Damages @ 1.5% of the tendered amount per month of delay to be computed on per day basis will be charged and deducted from payments due to him. The ICAR-CTCRI may cancel the contract and take recourse to such other action as deemed appropriate once the total amount of liquidated damages exceeds 2% of the contract amount.(Note : the amount of liquidated damages per day should be determined at 0.05% of the contract value of the works).
19. **Other Information.**
- (a) Non compliance with any of the conditions set forth here above is liable to result in the tender being rejected.
 - (b) The tendered works are not to be subletting to other contract which will lead to cancellation of contract.
20. **Execution of contract document.**
- (a) The tenderer whose tender is accepted shall be required to appear at the ICAR-CTCRI office in person to execute the contract documents after receipt of work order.
 - (b) The tenderer shall keep the offer for a minimum period of 90 days from the date of opening of tenderer the period extended further by mutual consent from time to time.
 - (c) Works are required to be completed strictly within the time and date stipulated in the tender document.
 - (d) The tenderer shall not take the advantage of any misinterpretation of the conditions due to typing or any other error/errors and if any doubt, shall bring such error/errors to the notice of ICAR-CTCRI without delay.

21. **Commencement of work.** The contract or shall commence the works on site as per the date mentioned in work order. Thereafter the contractor shall proceed with the works with due expedition to complete the works within the stipulated time period.
22. **Tendered Rates.** The tendered rates shall be inclusive of all taxes and cases and also inclusive of tax levied in respect of work contract under provision of GST. No extra payment on this account will be made to contractor. The quoted rates must be valid for 180 days from the date of opening of tender.
23. **Labour Act.** No contractor shall employ any person who is under the age of 18 years. **Senior Administrative Officer i/c** is authorized to remove from work any person who is below 18 years. The contractor shall pay fair and reasonable wages to the workmen employed by him, in the event any dispute arising between the contractor and his workmen on the ground that the wages paid are not fair and reasonable, the dispute shall be referred without any delay to the Director, ICAR-CTCRI. The decision of the Director, ICAR-CTCRI shall be conclusive and binding on the contractor.
24. **Safety of the workers.** The contractor shall be responsible for and shall pay any compensation to his workmen under the workmen's compensation act 1923 (VIII of 1923) for injuries caused to the workmen. The contractor also responsible to provide first aid treatment of all injuries likely to be sustained during the course of work.
25. **Payment to the contractor. No advance shall be given to the contractor.** On completion of the work the contractor shall be furnished with a certificate by the concerned Officer of such satisfactory completion. But no such certificate shall be given nor shall the works be considered to be complete until the contractor shall have removed all the rubbish, surplus material, all scaffolding etc. from the premises. The bill forwarded by the contract shall be considered for payment only after obtaining the certificate as described above. All payments for the work will be made through transfer only. The contractor shall provide correct bank details along with bill itself.
26. **Income Tax Deduction.** TDS will be as per prevailing rules and regulations of Income Tax Department.
27. **Electricity and Water.** The contractor has to make his own arrangement for water and electricity.
28. **Damages to Govt. Property.** Compensation of all damages done intentionally or unintentionally by contractor's labour whether in or beyond the limits of Govt. property including any damage caused by spreading of fire, shall be estimated by the in-charge subject to the decision of the Director, ICAR-CTCRI, on appeal shall be final and the contractor shall bound to pay the amount of the assessed compensation on demand, failing which, the same will be recovered from the bill of the contractor.
29. **Supervision.** The contractor shall either himself supervise the execution of the works or shall appoint the competent engineer approved by the concerned officer of this Institute, to act his behalf. If in the opinion of the concerned officer of this Institute, the contractor has himself no sufficient knowledge and experience of receiving instructions or cannot give his full attention to the works, the contractor shall at his own expenses, employ as his accredited agent a qualified Engineer approved by the Scientist-in-Charge. If the contractor fails to appoint a suitable agent, the Scientist-in-charge will suspend the works until a suitable agent is appointed and the contractor shall be responsible for the delay so caused to the works and the contractor shall not be entitled for any compensation on his behalf.
30. **Inspection.** The contractor shall inform the Scientist-in-Charge in writing when any portion of the work is ready for inspection giving him sufficient notice to enable him to inspect the same without affecting the further progress of the work. The work shall not be considered to have been

completed in accordance with the terms of contract until the Scientist-in-Charge shall have certified in writing to that effect. Approval of materials of workmanship or approval of part of the work during the progress of execution shall not bind the Scientist-in-Charge or in any way affect him even to reject the work which is alleged to be completed and suspend the issue of his certificate of completion until such alterations and modifications or reconstructions have been effected at the cost of the contractor as shall enable him to certify that the work has been completed to his satisfaction. The contractor shall provide at his cost necessary ladders and such arrangements as to provide necessary facilities and assistance for proper inspection of all parts of the work at his own cost.

31. **Samples and Testing of Materials.** All materials to be used on the work shall be got approved from the Scientist-in-Charge and pass the test or analysis required by him which will be:
- (a) As specified in the specification for the items.
 - (b) B.I.S specifications for the items
 - (c) Such recognized specifications acceptable to Scientist-in-Charge as equivalent thereto or in absence of such authorized specification. Such requirement test and /or analysis as may be specified by the in-charge in order of precedence given above.
32. **Claims.** No extra work shall be done without the written permission of Scientist-in-Charge. No claim of extra work shall be paid separately. ICAR-CTCRI shall not responsible if the contractor executes any extra work without written order.
33. **Handing over of work.** All the works and materials before final taken over by Scientist-in-charge., will be entire liability of the contractor for guarding, maintaining and making good any damages of any magnitude, interim payment made for such work will not alter this position. The handing over the contractor and taking over the Scientist-in-charge or his authorized representative will be always in writing of which copies will go the in-charge or his authorized rep and the contractor, it is however understood that before taking over such work will not put into regular use.
34. **Other Conditions:**
- (a) No work shall be done Sunday and other holidays without the prior permission in writing of the Scientist-in-Charge.
 - (b) The contractor shall not sublet or assign his contract to others.
 - (c) Any contractor shall not sublet or assign his contract others.

Annexure-ITECHNICAL SCHEDULE AND SPECIFICATION FOR RENNOVATION OF PC CELL
OFFICE

INSECT PROOF NET HOUSE (with rain protection)				
<i>Sl.No</i>	<i>Description of Work</i>	<i>Qty</i>	<i>Rate (Rs)</i>	<i>Amount (Rs)</i>
1	Cabin work with aluminium partition and glass Materials: 2.5"x1.5" powder coated aluminium section Bottom side 10mm pre-laminated particle board Top side 1 ft,5mm plane glass	225 sq.ft		
2	Wall shelf repairing	LS		
3	Window glass changing	6nos		
4	Window repairing, painting, handle changing, and glass cleaning	LS		
5	Repairing of existing partition work Top side covering with aluminium frame and particle board	42 sq.ft		
6	Bottom cupboard shutter repairing-hinges, handles etc	8nos		
7	Existing aluminium sliding door repairing and lock changing	LS		
8	Main wooden door repairing	1no		
			Grand Total	

ANNEXURE-II**LIST OF DOCUMENTS TO BE UPLOADED AT THE TIME OF BID SUBMISSION**

The Firms are also required to upload copies of the following documents (Tender uploading without the following documents will be rejected), **Furnish only requested documents in the respective cover. Submission of unnecessary/non submission of requested documents will be summarily rejected**

- 1) Scan copy of Govt. Registration/License/empanelment letters etc. of the contractor.
- 2) Scan copy of PAN.
- 3) Scan copy of GST registration certificate.
- 4) Scan copy of details of works completed
- 5) Bid Securing Declaration form as per Annexure-III.
- 6) Tender acceptance letter as per Annexure-IV.

ANNEXURE-IIIBID SECURING DECLARATION FORM

Date : _____

Tender No : _____

To(insert complete name and address of the purchaser)

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

I/We accept that I/we may be disqualified from bidding for any contract with you for a period of one year from the date of notification, if I am/we are in a breach of any obligation(s) under the bid conditions, because I/We;

- a) Have withdrawn/modified/amended, impairs or derogates from the tender, my/our bud during the period of bid validity specified in the form of Bid; or
- b) Having been notified of the acceptance of our bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the instructions to bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed _____ (insert signature of person whose name and capacity are shown)
in the capacity of _____ (insert legal capacity of person signing the Bid Securing Declaration)

Name : _____ (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal(where appropriate)

(Note : In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid)

ANNEXURE-IVTENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,

Sub: Acceptance of terms and conditions of tender.

Tender Reference No : _____

Name of tender/work _____

Dear Sir,

1. I/We have downloaded/obtained the tender documents for the above mentioned Tender/work from the web site(s) namely:

As per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/We read the entire terms and conditions of the tender documents from Page No 01 to ___ including all documents like Annexure(s), Schedules(s) etc..) which form part of the contract agreement and I/we shall abide hereby the terms/conditions/clauses contained therein.

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

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

5. I/We do hereby declare that our Firm has not been blacklisted/debarred by any Govt. Department/Public Sector Undertaking.

6. I/We certify that all information furnished by the our Firm is true and correct and in the event 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 full said earnest money deposit absolutely.

Yours faithfully,
(Signature of the Bidder, with Official Seal)

