



भा.कृ.अनु.प- केंद्रीय कन्द फसल अनुसंधान संस्थान

(भारतीय कृषि अनुसंधान परिषद, कृषि और किसान कल्याण मंत्रालय, भारत सरकार)
श्रीकार्यम, तिरुवनन्तपुरम-695 017, केरल, भारत



ICAR- CENTRAL TUBER CROPS RESEARCH INSTITUTE

(Indian Council of Agriculture Research, Ministry of Agriculture and Farmers Welfare, Govt. of India)
Sreekariyam, Thiruvananthapuram-695 017, Kerala, India

फ.नं./F. No 1-1/2018-Store(Vol-II)

दिनांक /Date: 09.05.2019

ई- प्रॉक्यूरमेंट के माध्यम से निविदा आमंत्रित करने के लिए सूचना NOTICE FOR INVITING TENDER THROUGH E-PROCUREMENT

आईसीएआर – सीटीसीआर, श्रीकरियम, थिरुवनन्तपुरम-695017 में सुरक्षा सेवाओं (वाँच अंड वार्ड) को प्रदान करने के लिए दो बोली प्रणाली के तहत फर्मों से ऑनलाइन बोलियां आमंत्रित की जाती हैं। मैनुअल बोलियां स्वीकार नहीं की जाएंगी।

निविदा दस्तावेज सीपीपीपी की ई-प्रोक्योरमेंट वेबसाइट से डाउनलोड किए जा सकते हैं <https://eprocure.gov.in/eprocure/app> नीचे दिए गए कार्यक्रम के अनुसार;

Online Bids are invited from the firms under two bid system for JOB WORK CONTRACT FOR PROVIDING THE SECURITY SERVICES (WATCH AND WARD) AT ICAR-CTCRI LOCATED AT SREEKARIYAM, THIRUVANANTHAPURAM. Manual bids will not be accepted.

Tender documents may be downloaded from e-Procurement website of CPP <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET as under:-

टेंडर नं/ Tender No	1-1/2018-Store(Vol-II)
जारी/ प्रकाशन करने की तिथि और समय Date and Time for Issue/Publishing	10.05.2019 at 2.00pm
दस्तावेज डाउनलोड/ बिक्री प्रारंभ दिनांक और समय Document Download/Sale Start Date and Time	10.05.2019 at 2.30pm
बिड प्रस्तुत करना प्रारंभ दिनांक और समय Bid Submission Start Date and Time	10.05.2019 at 4.00pm
बोली प्रस्तुत करने की अंतिम तिथि और समय Bid Submission End Date and Time	03.06.2019 at 3.00pm
बोलियों के खुलने की तारीख और समय Date and Time for Opening of Bids	04.06.2019 at 3.30pm
संचार के लिए पता Address for Communication	Director ICAR-Central Tuber Crops Research Institute Sreekariyam, Thiruvananthapuram Kerala-695017

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

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(Res) : +91-471-2597211
Sr. Admn. Officer : +91-471-2598193



Fax : +91-471-2590063
E-mail : director.ctcri@icar.gov.in
ctcritvm@gmail.com
Web : <http://www.ctcri.org>

INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. The tender form/bid documents may be downloaded from the website: <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. Manual/Offline bids shall not be accepted under any circumstances.
2. Tenders/bidders are requested to visit website <https://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
3. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The ICAR-CTCRI reserves the right to accept or reject any or all the tenders.
4. The interested Firms are not required to deposit any tender fee.
5. The interested Firms are required to deposit (in original) Earnest Money (EMD) of the amount mentioned against items in the form of Demand Draft/Bankers Cheque from any of the Commercial Bank in favour of 'ICAR Unit-CTCRI' payable at Sreekariyam, Thiruvananthapuram may be addressed to the **Director, ICAR-Central Tuber Crops Research Institute, Sreekariyam, Thiruvananthapuram, Kerala-695017** on or before bid opening date and time as mentioned in the Critical Date Sheet.
6. The firm should send the Original brochures of the product and may be addressed to the **Director, ICAR-Central Tuber Crops Research Institute, Sreekariyam, Thiruvananthapuram, Kerala-695017** on or before bid opening date and time as mentioned in the Critical Date Sheet.
7. Bidder need not to come at the time of Technical as well as Financial bid opening at ICAR-CTCRI. They can view live bid opening after login on CPP eProcurement Portal at their remote end. If bidder wants to join bid opening event at ICAR-CTCRI then they have to come with bid acknowledge slip that generates after successfully submission of online bid.

The Firms are also required to upload copies of the following documents:-

- TECHNICAL
 - (a) Registration certificate (valid) of the firm under the work contract of the Govt. of the Appropriate Authority (**Registration under Shop & Establishment Act 1948(Mumbai)/The Indian Companies Act, 1956/or any other Act**).
 - (b) **Last three years experience** of the firm in the field of providing such services in Central Govt. establishments/Autonomous bodies of Govt. of India/ Corporations of Govt. of India/reputed public or private organizations' provide the **details in enclosed tabular form. Annexure**
 - (c) Certified Balance Sheet of the firm for last year of the service contract by the chartered accountant.
 - (d) Duly certified copies of the satisfactory services where the Tenderer is providing the services for the **last three years**.
 - (e) Employee EPF registration certificate issued by local Govt. etc.
 - (f) Employee ESI registration certificate issued by local Govt. etc.
 - (g) Nos. of guards/supervisors registered under ESI & EPF separately. Security Guards/Supervisors required their ESI & EPF contributions. Documentary proof of vouchers (i.e. **challan for the month of preceding three months** to be required and may be attached.
 - (h) Income Tax Permanent Account Number allotted by the Income Tax Dept.
 - (i) GST Certificate allotted by GST department.
 - (j) Copy of Valid Licence for Security Services issued by the State Govt of Kerala (License to engage in the Business of Private Security Agency)(PSARA).
 - (k) Tender acceptance letter as per Annexure-III.
- FINANCIAL BID:
 - (a) Price Bid as BoQ_XXXX.xls


Asst. Administrative Officer(Store)

TERMS AND CONDITIONS

1. Tenders are hereby invited from experienced and eligible Service Providers for providing of Security [watch and ward] job on contract basis at *ICAR-Central Tuber Crops Research Institute, Sreekariyam, Thiruvananthapuram-695017* as per the schedule of work enclosed for a period of one year from the date of execution of the contract and may be extended for another 12 months at a time subject to a maximum duration of 3 years during the period of the contract on such terms and conditions as are mutually agreed upon and also subject to the necessary approval of the Competent Authority.
2. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts placed by the ICAR and by the Research Institutes of the Council and the special terms and conditions detailed in the Tenders forms and its schedules. Please submit your rates in the Tenders form if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.
3. An earnest money of Rs 25,000/- must be deposited in the form of DD/Bankers Cheque in favour of '**ICAR Unit- CTCRI**' payable at Sreekariyam, Thiruvananthapuram. The particulars of the earnest money deposited must also be superscribed on the top of the envelope by indicating the draft/bankers cheque number and date, failing which the Tenders will not be opened. The tender will not be considered if earnest money is not deposited with the Tenders. The EMD will be refunded to the unsuccessful tenders as promptly as possible whereas in the cases of successful tender, EMD will be refunded after deposition of Security Deposit @ 5% of the contract value in the form of Demand Draft.
4. The Service provider should pay the Minimum wage fixed by Central Govt. of India/State Govt. whichever is higher should be paid to the personnel deployed; the rate may be quoted accordingly.
5. The tenderer is being permitted to give Tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resale his offer or modify the terms and conditions thereof. If the Tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the ICAR-CTCRI. In the event of the offer made the Tenderer not being accepted, the amount of earnest money deposited by the Tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the Council/ICAR-CTCRI.
6. The Schedules of the tender form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and signed in full by the tenderer. In such cases reference to the additional pages must be made in the tender form. If any modification of the Annexure is considered necessary it should be communicated by means of a separate letter along with the tenders.
7. The tenders are liable to be ignored if complete information as required is not given therein or if the particular asked for in the schedules to the Tenders is not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.

