

ICAR- CENTRAL INSTITUTE FOR COTTON RESEARCH
Regional Station, Coimbatore – 641 003.
Phone: 0422-2430045 Fax: 0422-2454021 Email:cicrcbe@gmail.com

F. No. CICR/RS/Stores/24-25/Farm/Quantum

Date: 13.11.2024

TENDER DOCUMENT

(WEEDING OPERATION ON QUANTUM BASIS)

2024-2025

ICAR - CENTRAL INSTITUTE FOR COTTON RESEARCH

Regional Station, Coimbatore 641003

Phone: 0422-2430045 Fax: 0422-2454021 Email:cicrcbe@gmail.com

F. No. CICR/RS/Stores/24-25/Farm/Quantum

Date: 13.11.2024

NOTICE INVITING TENDER

Sealed Tenders in two bid system are invited on behalf of Director, ICAR- CICR, Panjari, Wardha Road, Nagpur from the reputed firms for the execution of weeding operation on quantum basis at ICAR-CICR, Regional Station, Coimbatore.

- ICAR-Central Institute for Cotton Research, Regional Station, Coimbatore invites sealed tenders in two bid system from registered firms for **weeding operation on quantum basis** at ICAR – **CICR, Regional Station, Coimbatore** as per requirement.
- Interested parties, who have sufficient experience in this field, can apply for tender. The Earnest Money Deposit (Refundable) for Rs.30,000/- (Rupees Thirty thousand only) as Demand Draft drawn in favour of “The Head, ICAR - CICR, Regional Station, Coimbatore”, must be enclosed along with the technical bid of tender document.
- Tender in sealed cover superscribed “**Tender for weeding operation on quantum basis**” at ICAR- Central Institute for Cotton Research, Regional Station, Coimbatore should be sent by Speed / Registered Post, addressed to The Head, ICAR - Central Institute for Cotton Research, Regional Station, Lawley Road (Po), Marudhamalai Main Road, Coimbatore - 641 003. Tamil Nadu
- The schedule of receipt and opening of tender is as under:

Last date and time of submission of Tenders in Office 03.12.2024 (05.00 PM)

Date and Time of Opening Technical Bid of Tenders 04.12.2024 (10.30 AM)

Date and Time of Opening Financial Bid of Tenders 04.12.2024 (02.30 PM)

- Tender received after the stipulated date & time will not be accepted.

NOTE:

1. The Director, ICAR- **C.I.C.R. Nagpur** may at his/her discretion, extend this date by a fortnight and such extension shall be binding on Tenderers.
2. In case the tender opening date is declared to be a holiday the tenders shall be deemed to remain open for next working day.

**ICAR-CENTRAL INSTITUTE FOR COTTON RESEARCH,
REGIONAL STATION, COIMBATORE**

Note: - All communications must be addressed to The Head,
ICAR-Central Institute for Cotton Research,
Regional Station, Coimbatore – 641003.

From: The Head,
ICAR - C.I.C.R., Regional Station, Coimbatore.

To

Dear Sir / Madam,

Sealed tenders under two bid systems are hereby invited on behalf of the Director, ICAR – CICR, Nagpur for contract of:

1. Weeding Operation at ICAR – CICR, Regional Station, Coimbatore. The terms and conditions of the contract which will govern any contract made are those contained in the terms and conditions of contract applicable are detailed in the tender form and its schedules. Please submit your rates in the tender form (Financial bid) if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.
2. An earnest money of (Rs.30,000/-) (Rupees Thirty thousand only) drawn in favour of demand draft / pay order payable to the Head, ICAR - CICR, Regional Station, Coimbatore. **A valid exemption certificate may be enclosed for claiming exemption.**
3. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resile from 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 Institute. In the event of the offer made by 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 Institute.
4. 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 be signed in full by the tenderer. In such cases reference to the additional pages must be made in the tenders form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter along with the tenders. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed otherwise the tenders may be rejected.
5. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars 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.

6. If tenderer does not accept the offer, after issue of letter of award by Institute within 10 days, the offer made shall be deemed to be withdrawn without any notice and the earnest money will be forfeited.
7. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related documents must be signed by every partner of the firm. A person signing the tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the Council / Instt. shall without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all costs and damages. Each page of the tenders and the schedules to the tenders and annexure, if any, should be signed by the tenderer.
8. The original copy of the tenders (Technical and financial bid) are to be submitted in sealed cover which should be superscribed as "Weeding Operation on quantum basis at ICAR-CICR, Regional Station, Coimbatore" with address of his office and the tenderer shall place it in an envelopes clearly marked containing Technical Bid and Financial bid in the envelop. All Tenders should be sent by Speed/Registered Post.
9. The rates quoted by each firm for above work in tenders be given both in words and figures failing which the same is liable to be rejected.
10. An amount (Rupees @ 3% of annual turnover (Approx.)) as a performance security deposit for the contract is to be deposited by the selected agency/successful tenderer only after receiving a communication from the Institute. In the event of non-deposition of the same, the earnest money will be forfeited.
11. No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.
12. Director of this Institute reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons is not mandatory to be communicated to the tenderer.
13. Decision of Director, of this institute shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement, dispute shall be referred to the sole arbitrator to be appointed by the Director of the Institute. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
14. Acceptance by the Institute will be communicated by any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the instructions contained said letter should be acted upon immediately.

Yours faithfully,

Sd/-

Drawing and Disbursing Officer
ICAR-CICR, Regional Station, COIMBATORE

TENDER FOR WEEDING OPERATION ON QUANTUM BASIS AT ICAR-CICR. REGIONAL STATION, COIMBATORE

Full Name & Address of the Tenderer in addition to Post Box No., if any, should be quoted in all communications to this Office

Telephone No./Mob. No. :

FAX No. :

E-Mail address/Website :

From

To

The Head,
ICAR - Central Institute for Cotton Research,
Regional Station, Coimbatore – 641 003

I/We have read all the particulars regarding the General information and other terms and conditions of the contract for **Weeding Operation on quantum basis at ICAR – CICR, Regional Station, Coimbatore – 3** and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the tender at the rates given in Schedule-I to this Tender and I/we agree to hold this offer open till 120 days. The rates quoted will be valid for a period of one year in the event of award of the Contract. I/We shall be bound by a communication acceptance dispatched within the prescribed time.

- a) I/We have understood these terms and conditions for the work contract and shall provide the best services strictly in accordance with these requirements.
- b) The following pages have been added to and form a part of this Tender _____. The Schedules-I & II to accompany this Tender are at pages _____.
- c) Every page so attached with this Tender bears my signature and the office seal.

Yours faithfully,

Signature & Seal of the Tenderer

Telephone No. Office

Resi.

Mobile

Witness _____

Address: _____

Occupation _____

Signature of witness to contractor's signature

Address:

Name & Signature of Witness:

Address:

SCHEDULE – I

TECHNICAL BID PROFILE OF THE COMPANY

| S.No. | Particulars of the Items | Upload the scanned copy | Page no. |
|-------|---|-------------------------|----------|
| 1 | Name of the Firm/Agency | | |
| 2 | Full address with Post Box No., Telephone No./Mobile No. and e-mail-id | | |
| 3 | Constitution of the Firm/Agency (Attached copy of Registration Certificate and Partnership Deed in case of Partnership firm Memorandum of Association, incorporation Certificate and Article of Association in case of Company registered under Indian Companies Act, 2013 or prior companies act) Copy of relevant registration certificate in case of other form. | | |
| 4 | For Partnership firms whether registered under the Indian Partnership Act, 1932, please state further whether by the partnership agreement the arbitration has been conferred on the partner who has signed the Tender. | | |
| i) | If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the Tenders to refer dispute condemning business of the partnership to arbitration | | |
| ii) | If the answer to above is in point one and two the affirmative please furnish a copy of either the partnership agreement or the general power of attorney as the case may be. The copy should be attested by a Notary Public or its execution would be admitted by affidavit on a properly stamped paper by all partner | | |
| 5 | Name and Full Address of your Banker's along with Account No. and IFS Code No. | | |
| 6 | Permanent Income Tax Number | | |
| 7. | Earnest Money Deposited (Yes / No) Exemption certificate if any | | |
| 8. | Registration certificate of the firm under the work contract of the Appropriate Authority. | | |
| 9. | Last three years experience of the firm, if any, 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 tabular form as per Annexure - A | | |

| | | | |
|----|--|--|--|
| 10 | Duly certified copies of the satisfactory services if any where the tenderer is providing the services for the last three years. | | |
| 11 | Employee EPF registration certificate issued by local government | | |
| 12 | GST registration certificate and number | | |
| 13 | Income tax permanent account number allotted by Income Tax Department | | |

Note: The information required at serial No. 1 to 13 must be accompanied with the certified copies of the documents and attached as per the serial number failing which the tender is liable to be rejected.

Date: _____

Place: _____

*AUTHORISED SIGNATORY WITH STAMP
(TENDERER)*

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

ANNEXURE - A

Details of the previous experience/work done:

| S.No. | Name of the Deptt. / Organisation & Name of contact person with Phone No. | Period | | No. of staff deployed | Remarks |
|-------|---|--------|----|-----------------------|---------|
| | | From | To | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

(Authorized Signatory)

SCHEDULE-II

GENERAL INFORMATION AND OTHER TERMS & CONDITIONS FOR **WEEDING OPERATION ON QUANTUM BASIS** AT ICAR-CICR., REGIONAL STATION, COIMBATORE

Scope of Work:

The work contract as specified in the annexure are to be provided to the ICAR - Central Institute for Cotton Research, Regional Station, Coimbatore – 641 003

1. The bill shall be submitted by the contractor within a week on completion of the work. The bill will be paid by the ICAR-CICR, within 120 days on receipt of the bill. T.D.S. shall be deducted as per rule.
2. In case of any damages/loss due to the mishandling by the laborer(s) during the work, to any property of ICAR-CICR, Regional Station, Coimbatore the Contractor will have to make payment for the loss. If it is not done, the same losses will be recovered from the monthly payment bill.
3. The Director, ICAR-CICR, Nagpur shall have the right to impose any penalty by way of deduction from the bill for non satisfactory performance of the work by the personnel employed by the contractor.
4. In case the ICAR-CICR is not satisfied with the work done, they will have to be redone by the contractor on their own responsibility.
5. In case of any dispute arising out of this contract provisions the decision of the Director, ICAR-CICR, Nagpur shall be final and binding on the contractor.
6. Any compensation for disengagement on account of death, disability of any personnel provided for deployment in the ICAR-CICR, RS, Coimbatore during the contract period, the contractor only will be responsible and liability, even if such disability, manifests after the termination of assignment.
7. The Director, ICAR-CICR, Nagpur is having the right to add or delete any provision of the terms and conditions of the contract and the contractor is binding by the same.
8. The Director of Institute further reserves the right to reject the contract without assigning any reasons thereof.

TERMS & CONDITIONS:

1. *The contractor will be responsible to submit all the relevant documents*
2. *In the financial bid the bidder must quote the rates in figures as well as in words.*
3. *The Director, reserves the right to reject any or all Tenders in whole or in part without assigning any reason thereafter. The decision of Director shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.*
4. *The staff provided should also maintain secrecy and discipline in the premises of Institute. The contractor will be responsible for the conduct of the staff deployed by them.*
5. *The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of ICAR-CICR for the purpose. All complaints should be immediately attended to by the Agency.*
6. *The contractor shall not sublet the work without prior written permission of ICAR - CICR.*
7. *The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.*
8. *The persons so provided by the agency under this contract will not be the employee of the Institute/Council and there will be no employer-employee relationship between the Council and the person so engaged by the contractor in the aforesaid services.*
9. *The contractor will discharge all his legal obligations in respect of the workers/ supervisors to be employed/ deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the Council from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Director, ICAR-CICR shall be final and binding on the contractor.*
10. *TDS will be deducted from the payments due for the work done as per rule.*
11. *The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the Contract.*
12. *The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt., relating to this contract made applicable from time to time.*

LIQUIDATED DAMAGES CLAUSE:

1. *Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately. The Director, Institute reserves the right to reject any or all Tenders in whole or in part without assigning any reasons therefore. The decision of Director, ICAR-CICR shall be final and binding on the contractor/agency in respect of any clause covered under the Contract.*

SCHEDULE – III
PROFORMA OF FINANCIAL BID

The financial bid to be enclosed in a separate sealed envelope.

The tender will remain open for acceptance upto 120 days from the date of opening of bid.

To The Head,
ICAR - Central Institute for Cotton Research,
Regional Station, Coimbatore – 3

Sir,

I/We wish to submit our Tenders for **WEEDING OPERATIONS on quantum basis at ICAR-C.I.C.R. Regional Station, Coimbatore** on the following rates.

| S. No | Work details | Approx Quantum of work | Total unit | Rate Per acre | Total |
|-------|--------------|------------------------|------------|---------------|-------|
| 1 | Weeding | 45 acres x 3 times | 135 acres | | |
| | | Net Amount | | | |

- Note : PLEASE QUOTE YOUR RATE INCLUDING ALL CHARGES ETC.

Note:

ICAR-Central Institute for Cotton Research, Regional Station, Coimbatore has a cultivable area of 75 acres and major crop grown is cotton. It has fields at two locations – one at Main farm (on Maruthamalai Main Road) and the second farm at New Area (Veerakeralam, 5km away from the Main farm). The service providers has to provide services at both the places.

The work place in research fields which may not be continuous cropping area and also in small plots. Hence, the rates may be quoted with the research field in mind.

I / We agree to forfeit of the earnest money if I / We fail to comply with any of the terms and conditions in whole or in part laid down in the Tender form. I / We have carefully read the terms and conditions of the Tender and are agreed to abide by these in letter and spirit.

Signature

Name & Address of the Firm _____

Telephone No./Mobile No. _____