

F. No.CICR/RS/Stores/22-23/DK/PelletMachine

Date: 29.08.2022

To,

Sub: Limited Tender towards purchase of Pellet Making Machine (Manual) – reg.

Sir,

Sealed tenders under two bid system are hereby invited on behalf of The Project Coordinator & Head, ICAR-CICR, Coimbatore for purchase of Pellet Making Machine (Manual) at ICAR - Central Institute for Cotton Research, Regional Station, Coimbatore in a sealed cover superscribed as “**Purchase of Pellet Making Machine (Manual)**” should be sent by Speed / Registered Post, along with a DD for Rs.1,000/- (Rupees one thousand only) in favour of “The PC and Head, CICR, Regional Station, Coimbatore” as Earnest Money Deposit (Refundable), which may be enclosed along with the technical bid, addressed to The Project Coordinator and Head, ICAR-Central Institute for Cotton Research, Regional Station, Lawley Road (Po), Marudhamalai Main Road, Coimbatore - 641 003. The schedule of receipt and opening of tender is as under:

Last date and time of submission of Tenders in Office	12.09.2022 (16.30 hrs.)
Date and Time of Opening Technical Bid of Tenders	13.09.2022 (10.00 hrs.)
Date and Time of Opening Financial Bid of Tenders	14.09.2022 (10.00 hrs.)

Tender received after the stipulated date & time / incomplete tender / without EMD will not be accepted. The Tender will be opened on the stipulated date & time in Committee Room, Main building, ICAR-CICR, Regional Station, Coimbatore in the presence of tenderers who may wish to be present.

A copy of the prescribed form showing specifications and tentative quantity of equipments along with Terms and Conditions is enclosed.

Yours faithfully,

-sd-

Drawing and Disbursing Officer

TENDER FORM

I. GENERAL TERMS AND CONDITIONS FOR FURNISHING TENDERS:

Submission of Tenders:

1. Last date and time of receipt of Tender will be: **12.09.2022 (16.30 hrs.)**.
2. Detailed specifications such as make and other distinguishing marks with respect to the standard/quality of the item(s) wherever necessary should be indicated in the tender.
3. The earnest money amounting to **Rs.1,000/-** (Rupees one thousand only) in the form of D.D. in favour of “The Project Coordinator and Head, CICR, Regional Station, Coimbatore” and payable at Coimbatore should be enclosed along with all technical details and it is mandatory to keep along with the technical bid. However, no interest will be paid on earnest money. The bidders who are registered with the Central Purchase Organization, NSIC, MSME are exempted from it.
4. The rates should be quoted as per the Taxes, if any, should be indicated separately.
5. **The rate should be in Indian Rupees only and materials should be delivered at Freight on Board (F.O.B) destination (Central Institute for Cotton Research, Regional Station, Marudhamalai Main Road, Lawley Road (Po), Coimbatore - 641 003) and should include all charges such as taxes / packing, forwarding etc., including loading / unloading / installation and demonstration. The insurance charges, if any, are to be borne by the suppliers.**
6. The rates quoted should be valid for 120 days from the date of opening tender.
7. The performance security (Security Deposit) @3% of the value of the item will be obtained from the successful bidder after confirmation of order. No interest will be paid on performance security. If the service is not satisfactorily, the performance security deposit will be forfeited.
8. Payment shall be made only after satisfactory supply-cum-successful functioning of the goods.
9. If the last date of receipt of tender is declared to be a holiday, the next working day shall remain valid for the purpose.
10. As the equipment/Instrument is urgently needed for this office, the firms who will be able to make timely supply to **ICAR-Central Institute for Cotton Research, Regional Station, Coimbatore – 3** should quote.
11. Instruments/Equipment will be purchased from only those parties, who can ensure and undertake to provide the satisfactory after-sales-service within the country. The supplier should also ensure to offer a complete detailed package on back up support, prompt commissioning, after-sales-service including workshop backup, timely supply of spares, timely repair of equipments, proper training to Scientists/Technicians on use.
12. Guarantee/Warranty period offered and after sales service available should be clearly mentioned.
13. **The make, quality and specifications must be stated in detail as per details given by this office and should be supported by original pamphlets.**

14. **In case the supply order is awarded, the supply should be effected within (30 days) from the stipulated period mentioned in the supply order.**
15. Other terms and conditions of supply, if any, may also be applicable.
16. The Director, CICR reserves the right to accept or reject one or all tenders without assigning any reason thereof.
17. In case, the successful bidder awarded tender shows inability at any stage, the earnest money / performance security deposited would be forfeited.
18. The bidders must certify that “The firm is not black listed by any of the Government Department / Agency” while submitting the tender.
19. The bids qualifying in all technical aspects shall alone be considered for financial aspects.
20. Arranging the installation and test running of the instrument / item at CICR, Regional Station, Coimbatore has to be done at the cost of supplier/agent for acceptance of the same.
21. Any changes / corrigendum / extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to visit regularly our website for updates.
22. All the tenderers should give an undertaking that they would render after sales service of the equipment / machine and will supply all spares / consumable for at least five years from the date of installation of the same.
23. The inferior supply not meeting the prescribed technical specifications will be rejected at no cost to this Institute / Office.
24. Being a research institute GST should be levied at 5% by the bidders
25. Mere quoting lowest rates will not amount to commitment for award of contract.
26. Payment will be made through online transfer in favour of the firm/party only after receipt of the articles in satisfactory condition and demonstration of proper functioning of the equipment. The stamped pre-receipted bill (duplicate) is to be drawn in favour of “The Director, ICAR-CICR, Nagpur and delivery address may be in favour of The Project Co-ordinator and Head, CICR, Regional Station, Coimbatore”, **Advance payment is not permitted.**
27. Installation: Within 15 days from the date of receipt of equipment in the institute failing which Liquidated Damage clause shall apply.
28. Warranty period: Minimum One year
29. Liquidated damage clause:

Subject to GFR clause 225 (g), if the supplier fails to deliver any or all the goods or perform the services within the time period(s) specified in the contract, the purchaser shall without prejudice to its other remedies under the contract, 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 up to a

maximum deduction of 10% (ten percent) of the delayed goods or services contract price. Once the maximum is reached the purchaser may consider termination of the contract if the same have not been terminated already.

30. 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 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.

31. Tender Evaluation : Tender evaluation will be done as enumerated in Manual on Procurement of Goods (2017) and GFR – 2017.

TECHNICAL BID

ANNEXURE - I

TECHNICAL BID FOR PURCHASE OF PELLET MAKING MACHINE (MANUAL)

(To be kept in separate envelop)

1	Name of the Firm/Agency	
2	Full address with Tele. / Mob. No., Fax No., e-mail	
3	EMD of required amount (DD / No., date, Name of the Bank / Branch)	
4	Registration Certificate of the Firm / Company (Copy to be attached)	
5	I.T. PAN No. (Copy to be attached)	
6	Proprietary Certificate / Authorized dealer certificate (Copy to be attached)	
7	GST Registration No. (Copy to be attached)	
8	Specifications Check List (Enclosed)	
9	Bank details for E-payment	
	a. Name of the Account holder / firm / Company (Payee's Account Name)	
	b. Nature of Account (saving / current)	
	c. Name of the Bank	
	d. Bank Account No.	
	e. Branch Address	
	f. IFSC Code of Bank / Branch	
10	Documentary proof for having experience in dealing with Government Institutions may be attached	

1. I/We accept all terms and conditions and instructions given in this tender form issued by ICAR-CICR, Coimbatore
2. The words "TECHNICAL BID" for supply of "**PURCHASE OF PELLET MAKING MACHINE (MANUAL)**" should be written clearly and prominently on this envelop along with tender.

Date: _____

Place: _____

AUTHORISED SIGNATORY (TENDERER)

SPECIFICATIONS FOR PELLETT MAKING MACHINE (MANUAL)

PELLET MAKING MACHINE (MANUAL)	
Machine type	Manual
Number of cavities	20 and more
Size of the cavity	1cm diameter and 0.5cm thickness
Production capacity	20 pellets / press
Easy to handle	

Annexure – II
FINANCIAL BID
(To be kept in separate envelope)

On Company Letter Head

S.No.	Particulars	Total Amount in Indian Rupees	
		Rs.	P.
1.	Pellet Making Machine (Manual) – One No.		
	GST (As applicable)		
	Total		

Authorized Signatory with seal / stamp

Address:

Contact No:

E-mail id:

N.B.1. FOR ICAR-CICR, Regional Station, Coimbatore-3 (Cost in Indian rupees are to be indicated clearly).