



कृषि मंत्रालय (कृषि अनुसंधान एवं शिक्षा विभाग), भारत सरकार
भाकृअनुप - केन्द्रीय तटीय कृषि अनुसंधान संस्थान
 भारतीय कृषि अनुसंधान परिषद
 एला, ओल्ड गोवा - 403 402 (भारत)

Ministry of Agriculture (Department of Agricultural Research and Education), GOVERNMENT OF INDIA
ICAR- CENTRAL COASTAL AGRICULTURAL RESEARCH INSTITUTE
 Indian Council of Agricultural Research
 Ela, Old Goa - 403 402 (INDIA)

No. 4(19)/ADVT/2016-Works

Dated: 02.06.2016

Tender Notice No. 4(19)/ADVT/2016-Works

Sealed tenders are invited by the Director, ICAR-Central Coastal Agricultural Research Institute, Ela, Old Goa from the experienced and eligible Contractors/Parties, having sufficient manpower, to carry out general activities under the job contract for the works like Farm/Field, Laboratory, Animal Science, Poultry Science, Piggery, Fishery Science, Experimental Field, Office, House Keeping, Administration etc. at the units which are located in/attached with the complex.

Non-transferable tender documents along with detailed terms and conditions can be obtained on any working day from the Cashier, ICAR- Central Coastal Agricultural Research Institute, Ela, Old Goa between **10.06.2016 to 17.06.2016 up to 3.00 pm** on payment of **Rs. 1000/- (Rupees One thousand only)** (non-refundable) by cash or DD drawn in favor of 'ICAR Unit', ICAR- Central Coastal Agricultural Research Institute, Ela, Old Goa.

Last date for submission of tender is **18.06.2016 upto 3:00 pm** along with the proof of Residential Address, PAN Number., Experience etc. to the satisfaction of the officer issuing tender documents. Technical bid shall be opened on **20.06.2016 at 3:00 pm**. and financial bid on **21.06.2016 at 3:00 pm** in the presence of tenderers or their representatives.

This Institute will not take any responsibility for any postal delay in this regards. Only those agencies that are approved with the Labour Enforcement Officer should apply.

Detailed tender notice and terms & conditions may be downloaded from Institute website www.ccari.res.in. Tender form downloaded from our website may also be used for this purpose. In this case a Bank draft of Rs.1000/- should be enclosed along with tender form in the technical bid, failing which the tender will be treated as cancelled.

Director, ICAR Central Coastal Agricultural Research Institute, Ela, Old Goa reserves right to reject one or all the tender without assigning any reason.

Administrative Officer



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An ISO 9001:2008 Certified Institute

Tender papers

for

Various Contractual Works

On

Job Contract Basis

The paper contain:

Schedule – 1 Technical bid form along To be put in envelop – 1
with letter of intent

Schedule – II and Annexures Financial bid form To be put in Envelop – II.
Envelop – I and II to be put in
Envelop –III that may be marked
as **‘Tender for Contractual Works**

Schedule – III General Instruction/Terms and conditions Not to be sent



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No. 4(145)/CON-WORKS/2016 -17/Works

Dated: 10.06.2016

Tender Form

.....
 Full name & addresses of the Tenderer in :
 addition to Post Box No. if any should be
 Quoted in all communications to this office.

.....
 Telephone No./Fax No./E-mail address :
 Telegraphic address :
Bank Account No. & IFS Code of the party :

.....
 From:

.....

To

The Director,
 ICAR –Central Coastal Agricultural Research Institute,
 Ela, Old Goa – 403 402.

Sir,

I /we have read carefully all the particulars regarding the details of works and rules and terms and conditions of the work contract for the following works at ICAR - CCARI, Ela, Old Goa and agree to carry out the works prescribed in the Tender No. 4(19)/ADVT/2016 -Works and as per the rates given in the Schedule I of this tender and I agree to hold this offer open till one year from **July 2016**. I/we shall be bound by a communication of acceptance dispatched within the prescribed time.

I have understood these terms and conditions for the tender and shall carry out the works strictly in accordance with the requirements.

I/we undertake that in case our rates are accepted, undersigned shall abide by details of works and Terms and Conditions of tender form and works will be performed satisfactorily. In case proposal has been accepted, I/we shall submit/deposit required Bid Security amounting 10% of quoted amount as per Rules and Terms of Contract in the form of TDR/FDR (valid for 90 days from the date of issue of work contract)/Cash (Receipt No. & date). I/we are bound to accept validity of rates given in tender schedule from the date of awarding of works till one year or extended period of contract (if works have been performed satisfactorily). I/we are well aware of the fact that Director, ICAR – CCARI, Ela , Old Goa, is not bound to accept lowest or any other received tender for above works and undersigned will abide by the decision taken by him.

Note: The rates quoted are inclusive of all other charges/taxes nothing will be paid extra.

The schedule-I & II accompanying this tender is at pages 4

The invitation to tender pages is at 5

Description of works at Annexure – I & II

Yours faithfully,

Signature of the Tenderer



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F. No. 4(145)/CON-WORKS/2016-17/Works

Dated: 10.06.2016

Invite for tender for providing Contractual works on job contract at ICAR –Central Coastal Agricultural Research Institute, Ela, Old Goa for the period for one year from July, 2016.

- A) Cost of tender form : Rs. 1000/-
B) Last date & time & submission of receiving of tender form : 18.06.2016 (3:00 PM)
C) Date & time of opening Technical bid : 20.06.2016 (3:00 PM)
D) Date & time of opening of Financial bid : 21.06.2016 (3:00 PM)
E) Validity of tender : 30 days from the date of opening

F) The tender document is available at our web site www.ccari.res.in

- G) No of Pages : 22 Pages
H) Pre bid meeting : 15.06.2016 at 3:00 pm

Note:

1. The Director, ICAR – Central Coastal Agricultural Research Institute, Ela, Old Goa may at his discretion, extend this date and such extension shall be binding on tenderers.
2. Contractors may read terms and conditions carefully and submit their tender accordingly.
3. The Director reserves the right to reject any or all tender(s) without assigning any reason.
4. All the contractors may attach Demand Draft of **Rs. 1000/-** as the cost of tender document in favour of **ICAR UNIT CCARI GOA** which will be non refundable. EMD of **Rs. 10,000/-** should also be attached separately and it will be refundable/ adjusted.
5. The incomplete tender in any respect, without EMD will be rejected.
6. All the contractors or their representatives may attend the pre bid meeting which will be held on **15.06.2016** at 3:00 pm in the conference hall in the presence of our Scientists & Competent Authority.



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Schedule – I

Schedule of Tender

1. Last date for receipt of Tender : 18.06.2016 (up to 3:00 PM).
2. Date of opening of Tender : 20.06.2016 at 03.00 PM

The tender shall remain open for acceptance for 30 days from the date of opening. The rates tendered will be valid for eight months from the date of accepting the rates.

Sr. No.	Description of work	EMD	D.D. No., date and Name of Bank
1.	Contractual Work	Rs. 10,000/-	

* Any other terms and conditions that the tenderers(s) would like to specify should form part of this schedule only.

Schedule – II

Name of the work : Contractual Works at ICAR – CCARI, Ela, Old Goa

I hereby declare that I have gone through all the terms and conditions mentioned in the Tender Schedule and I hereby undertake that I will abide by the terms and conditions of the work contract. The rates quoted by me are acceptable to me.

I have understood the above requirements in full.

Signature of the Tenderer/Contractor

Name:

Addresses:

Place:

Date:

TERMS & CONDITIONS

Note : All communications must be addressed to the Director (by the designation), ICAR – Central Coastal Agricultural Research Institute, Ela, Old Goa – 403 402.

1. Sealed tenders for execution of work as per the specifications enclosed are invited by the Director, ICAR – CCARI, Ela, Old Goa from the Contractors/parties, who have experience, so as to reach this office on or before **18.06.2016 up to 3:00 pm** .
2. The tender will be opened by the Committee constituted for the purpose at ICAR-Central Coastal Agricultural Research Institute, Ela, Old Goa at **3:00 pm on 20.06.2016** in the presence of the tenderers or their representatives, if any.
3. Rate for each item of work may be quoted separately, in a detachable form, along with terms & conditions.
4. The work should be done strictly under the direction and supervision of concerned Scientists/Officers.
5. All scorings, erasures etc. on the tender form should be initialed by the tenderer.
6. If the tenderer requires interpretation of any clause, the decision of the Director, ICAR –CCARI, Ela, Old Goa shall be final and abiding.
7. The tenderer should give his full name and address along with a telephone/mobile numbers etc.
8. The tenderer is at liberty to be present himself or to depute his authorized representative to be present on scheduled date and time at the said office to witness the opening of the tender.
9. A copy of the terms and conditions duly signed by the tenderer should be submitted along with the tender in confirmation of compliance.
10. The tender must be accompanied by the photocopy of receipt of payment towards the cost of tender form/document.
11. Tender should be submitted in double cover addressed to the Director of this Complex. The inner cover containing the tender should be sealed properly and cover should be super scribed as Tender for "**Contractual Works due on 18.06.2016**".
12. Successful tenderer have to deposit Security Money @ 10% of the total cost of work to be deposited only in cash/ Demand Draft only and no other form of deposit will be entertained before awarding the work which will be released after satisfactory completion of work and production of pre-receipted claim for refund along with the original receipt. In case you fail to complete the work within the stipulated period with full satisfaction of the concerned officers, the amount so deposited will be forfeited and treated as receipt of ICAR.
13. After completion of the work, the bill in duplicate along with Xerox copies of ESI & EPF challans and photo copy of labour attendance register should be submitted to this office for payment. **Payment will be made through e-payment mode in Bank Account** of the Contractor/Parties, within one month of the receipt of bill.
14. The Bank Account No. and IFS Code of the contractor/party should be produced in the tender for remitting the payment of contractor electronically.
15. The PAN Number. along with a Xerox copy of the PAN Card of the Contractor should be enclosed along with the quotation. Without the same, the quotation will not be entertained and will be rejected.
16. The right to accept or reject any or all tenders without assigning any reason is reserved by the Director, ICAR - CCARI, Ela, Old Goa.
17. The rates should be valid for one year from the date of issue work order.
18. Attendance of the workers should be taken in morning at 8.15 hrs and evening at 5.00 hrs daily at Farm office.

19. The intending contractor may survey the field/farm and lab operations to be executed before responding to the tender. For this purpose, he may contact Farm Superintendent, Sectional in charges and Assistant Admn.Officer (works), ICAR RC Goa.
20. Labourers to be deployed should be within the age group of 20 to 50 yrs with robust health. In case any of the labour so provided is not found suitable, the Institute shall have the right to ask for its replacement without giving any reasons, and the agency shall on receipt of a written communication will have to replace such persons immediately.
21. Since the above work is required to be completed within the stipulated period, as such the labour units can be increased/decreased as per the requirement of the one part/first party from time to time.
22. In case, any deployed labour of the contractor suffer by any type of injury while performing any duty, the contractor will be wholly and solely responsible to meet the claims made by such employee for medical expenditure and or expenditure incurred for rehabilitation and ICAR – CCARI, Ela, Old Goa would have no liability towards damages claimed by such employee. Any statutory benefits of any sort to the deployed person of the contractor and not that of the ICAR – CCARI, Ela. Old Goa.
23. The labourer so provided by the agency/contractor under this contract will not be treated as employees relationship between the ICAR – CCARI, Ela, Old Goa and the personnel so provided.
24. The contractor is bound to maintain the services of the deployed personnel in the contract. In case he fails to operate or maintain the services either through willful absence of his staff, negligence, incompetence, failure or otherwise, the Director, ICAR – CCARI, Ela, Old Goa reserve the right to terminate the contract and recover the such amount of expenditure incurred to rectify the lapse or deduct the necessary amount for the lapse as deems fit from the bill of the contractor.
25. The contractor will ensure that all the deployed labourers are physically fit and free from disease, injury contagious illness and otherwise capable to discharge the duties.
26. The work shall be executed strictly as per the schedule of work and instructions of the Farm Superintendent and Sectional In charges.
27. The contractor will have to pay minimum wages as prescribed by Central Govt./State Govt.(whichever is higher) unskilled workers employed in agricultural services and areas of VDA increase from time to time.
28. The contractor will ensure timely payment of wages strictly as per minimum wages act to the deployed labourers in presence of 2 responsible officers of this Institute to be nominated by the Director, ICAR RC Goa. Maintain the record of their attendance, deposition of ESI,(if application), EPF etc. and submit such record to the authorized Officer of the Institute regularly every month along with the bill. During the contract period, no accommodations will be provided by ICAR RC, Goa to the contractor and his deployed labourers.
29. The Service Tax or any other tax which is as per the rule of the Central/State Govt. shall be the liability of the Contractor/Service provider to deposit in the concerned department as per the rule. TDS/surcharge shall also be deducted at source from the bills of the successful contractor as per rule.
30. The contractor shall be responsible to pay Minimum wages and other statutory obligation to the labourers deployed by him, abide by the provision of the Minimum Wages Act and comply withall legal requirements for obtaining license under Contract labour (R&A) Act,1970.
31. The contractor will provide and maintain specified FIRST AID BOX at the premises and observe rules and laws as required by Contract Labour (R&A) Act,1970 and contract Labour (R&A),Rules 1971 and as amended from time to time.
32. The successful Contractor/Agency will have to enter into an agreement Deed on Stamp Paper for execution of job contract on the above terms & conditions of the contracts of the contract before start of contract job.
33. If the allotted work is not done properly as per the satisfaction of the official by the contractor and there is no improvement in the work even after giving written order by institute then tender/contract will be cancelled after giving fifteen days notice to the contractor. The security deposit of the firm will also be forfeited. For the rest of the period the tender will be awarded to L-2 (next firm). The defaulter firm will be debarred from applying in any of tender of the Institute for the next one year.
34. Liquidated damage clause: An amount equivalent to two days of contract amount, subject to a minimum of Rs.500/- will be levied as liquidated damages per day.

The following document /vouchers are required to be enclosed with the tender's form in Technical Bid which are the terms and condition of the tender's document:-

- a) Registration certificate of the firm under the work contract of the Govt. /State Govt.
- b) Minimum turnover of the firm not less than **Rs 10,00,000/-** (Rupees Ten Lakh in word) only during the last financial year.
- c) Last three years continuous experience of the firm in the field of providing such services in Central Govt. establishment/ Autonomous bodies of Govt. of India/Corporations of Govt. of India/reputed public or private organizations' provide the details in enclosed tabular form.
- d) Certified Balance sheet of the firm for last year of the service contract by the Chartered Accountant.
- f) Employee EPF registration certificate issued by local govt.etc.
- g) Employee ESI registration certificate issued by local govt.etc.
- h) The contractor /agency must have a registration with Contract Labour (Regulation and Abolition A) Act, 1970. The contractor shall obtain the labour license under this Act.
- i) Nos of staff/supervisors should be registered under ESI & EPF separately. Minimum 100 nos. (staff/supervisors) required with their ESI & EPF contributions. Documentary proof of vouchers to be required and has to be attached herewith.
- j) Service tax registration certificate issued by Govt.etc.
- k) Successful Tenderer will have to enter into a detailed contract agreement with ICARGOA on non-judicial stamp paper of Rs. 100/- (Rupees One Hundred in words).
- l) Only those firms will be considered for financial bid who will qualify in the technical bid.

Note: The technical bids and financial bids should be submitted in separate envelopes to be sealed and put in main cover.

Signature
Administrative Officer

Place : Old Goa.
Date of issue :

I agree to abide by the conditions

Place :
Date of Submission :

.....
Signature of Tenderer

FINANCIAL BID

(This financial bid to be enclosed in a separate envelop with seal)

Last date for receipt of Tender :

Date of opening of Financial Bid :

To

The Directors
ICAR-Central Coastal Agricultural Research Institute
Ela Old Goa-403 402

Sir,

I/we wish to submit our tender for various general services in the farm, laboratory, administration etc. on work contract basis on the following rates :

Attached

Rates quoted are monthly per person basis.

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.

The above rates includes all liabilities, like EPF, ESI, & Minimum wages as prescribed by Ministry of Labour for providing services, service tax, service charges, etc. If above quoted rates are found lower than the prescribed rates the same may not be considered by the institute for award of the contract.

I/We have carefully read the terms and conditions of the tender and are agree to abide by these in latter and sprit..

Signature _____

Name & Address of the Firm_____

Telephone No. _____

Mobile No. _____