



भा.कृ.अ.सं.- भारतीय कृषि अनुसंधान संस्थान, नई दिल्ली-110012  
भंडार अनुभाग, निदेशक कार्यालय

ICAR - INDIAN AGRICULTURAL RESEARCH INSTITUTE NEW DELHI-110012  
STORE SECTION, DIRECTOR'S OFFICE  
Tel No. 011-25842877, Website: <http://www.iari.res.in> Email [store@iari.res.in](mailto:store@iari.res.in)

F. No. 69-20/2020-21/ST

Dated: 19/06/2020

### e-Tender Notice

The Director, ICAR-Indian Agricultural Research Institute, New Delhi invites ONLINE e-Tender two bid system for entering into Annual Maintenance Contract of RO, water purifier system at ICAR-IARI, Pusa, New Delhi. Detailed tender document can be downloaded from [www.iari.res.in](http://www.iari.res.in) & [www.eprocure.gov.in](http://www.eprocure.gov.in).

EMD	:	₹. 15,000.00 (Rupees fifteen thousand only)
Date of submission of tender	:	19/06/2020 at 1300 hrs
Date of closing of tender	:	17/07/2020 at 1300 hrs
Date of opening of tender	:	18/07/2020 at 1300 hrs

The tender form alongwith detail of items and other terms & conditions can be downloaded free of cost from the website <http://eprocure.gov.in>. Online bids complete in all respect should be submitted through CPP portal <http://eprocure.gov.in/eprocure/app> only.

**The bid will be opened online only on the date & time mentioned above. The IARI reserves the right to accept or reject any or all the tenders without assigning any reason.**

Tenders and supporting documents should be uploaded through e-procurement. Hard copy of the tender documents will not be accepted.

**Assistant Administrative Officer (Store)**

## TENDER DOCUMENT

**ICAR- INDIAN AGRICULTURAL RESEARCH INSTITUTE, NEW DELHI-11002  
INVITES ANNUAL MAINTENANCE CONTRACT OF RO, WATER  
PURIFIER SYSTEM AT ICAR-IARI, PUSA CAMPUS, NEW DELHI-110012**

### General Terms and Conditions

1. **Scope of work:** - The AMC is for monthly preventive checks as well as for break down maintenance and includes repair and replacement of the following parts free of charge during the AMC period:-
  - a) All kinds of filters
  - b) Pre-filter candle
  - c) Carbon block
  - d) RO membrane
  - e) Flow Restrictor Tube
  - f) Post Carbon Filter
  - g) RO Pump
  - h) Adapter
  - i) All Valves
  - j) PCB (Circuit)
  - k) TDS Controller
  - l) SV (Stopper)
  - m) Motors
  - n) Worn out parts etc.
2. ROs will be checked on monthly basis to ensure the TDS level is within the permissible limits. Filter/candle and Membranes must be replaced quarterly.
3. Membrane will be changed once in four month or on requirement.
4. During the AMC period, the company will provide six services/complaints in the year. Extra visit as per requirement free of charges
5. It may be ensured that rates for parts of authorized brand or of standard quality only will be considered for replacement/repair under AMC. In case it is found at a later stage that sub-standard/inferior quality items supplied necessary action will be taken against firm, including forfeiture of performance security and debarring them from quoting future tender.
6. If the contractor fails to undertake the job satisfactorily at any period of time or withdraws his services. The director, ICAR-IARI, New Delhi has right to cancel the contact and forfeit the performance security deposit without assigning any reason what so ever.
7. The contract will be valid for a period of two year from the date of award of AMC which can be extended for another one year subject to performance review on mutual consent basis & no extra charges will be paid.
8. The firm will start working immediately after award of the contract.

9. The firm will attend to all complaints on receipt of information about breakdown/repair from the commission directly. The services would be provided on regular basis during day time and in case of emergency beyond working hours including holidays.
10. Proper record of servicing & repair etc. of the breakdown/maintenance would be maintained by the firm.
11. No advance payment will be made in any case. The bills would be on quarterly basis after successful completion of the respective quarter and verification of bill by the authorized officer.
12. No increase in amount shall be considered during the full period of the AMC i.e. for two year. Charges like transportation fare etc. for providing the services for attending the complaints covered under this AMC will not be admissible.
13. Violation of the any clause mentioned above will entail cancellation of the contract.
14. The Director, ICAR-IARI has the rights to terminate this AMC at any time without assigning any reason what so ever, if the services are found to be unsatisfactory.
15. The rates quoted in tender should be for a period of two year. No alteration of any sort in the rates quoted in tender is allowed during the tender process and RC period
16. The bidder who has quoted lowest rates **(Online in the BOQ)** will be considered.
17. The firm must have experience of at least 03 years in the maintenance of ROs/Water purifiers.
18. The Bid should be submitted before the time & date online. Offline quotation will be not entertained.
19. Mandatory scan copy of documents to be provided by the firm alongwith the tender:
  - (i) Scan copy of firm registration under shop & Estt. Act/ company Act. in the relevant field with concerned Deptt.
  - (ii) Scan copy of PAN CARD /TAN and other registration certificates in the name of firm OR Proprietor/ Partner (s) of the firm.
  - (iii) Scan copy of GST number alongwith Scan copy of latest GST return filed with concerned Department
  - (iv) Scan copy of proof of turnover (balance sheet & profit & loss A/c only) of not less than Rupees 25.00 lakhs (Rs. twenty five Lakh only) during the each of last three years viz 2016-17, 2017-18 and 2018-19.
  - (vi) Scan copy of certificate to the effect that "the firm has not been black listed/suspended/debarred by any Government Deptt/Autonomous Organization".
  - (ix) Scan copy of Supply order for last three year experience for such supplies in Government Organization/Institutions should be provided.
  - (X) Proof of such type of supply not less than ₹. 1.00 lakhs during each financial year should be provided with the bid.

- (xi) Exemption of EMD shall be extended to only those who have a valid registration certificate from MSME/NSIC only. The certificate shall clearly indicate the monetary limit and shall be valid as on due date/ extended due date of the tender. Also it should specifically cover the items proposed to be supplied to get EMD fee exemption.
20. An Original Copy of earnest money of ₹. 15,000/- (Rs. fifteen thousand only) must be deposited in the form of FDR/ Unconditional Bank Guarantee (BG) **(as per prescribed format given at Annexure-A of this tender document)** from a commercial bank drawn in favour of the Director, ICAR-Indian Agricultural Research Institute, New Delhi in person to Store Section, Director's Office, ICAR-IARI, New Delhi-12 on or before the last date/time of submission.
21. No overwriting or cutting is permitted in the tender documents. Such bids will be rejected out rightly.
22. The earnest money of unsuccessful bidder will be refunded immediately after finalization the tender except the successful bidder whose EMD will only be returned after the deposit of security money.
23. The successful bidders shall deposit ₹. 2,00,000/- (Rupees two lakhs only) in form of FDR/ Unconditional Bank Guarantee (BG) **(as per prescribed format given at Annexure-A of this tender document)** from a commercial bank drawn in favour of the Director, ICAR-Indian Agricultural Research Institute, New Delhi as **Security money** for the performance of the contract which should be valid at least for a period of 30 months alongwith contract agreement. No interest on Earnest Money or Security Deposit will be paid by the Institute.
24. **Contract Agreement:** The successful bidder(s) will have to execute the prescribed contract agreement bond on the non-judicial stamp paper of ₹. 100/- for the job in accordance with the conditions/stipulations to be given therein not later than 15<sup>th</sup> day from the date of acceptance letter, failing which the earnest money will be forfeited.
25. The details as mentioned in Tech. Bid should be filled in completely.
26. All disputes are under New Delhi Jurisdiction Only.
27. Firm will be responsible to maintain and service the RO water purifier system installed at different location at this institute.
28. Price Bid shall be opened only Technically Qualified bidders.
29. In any circumstances the firm will not deny AMC work failing which ₹.1000/- will be laved as Liquidated damages each case apart from penalty.

**Assistant Administrative Officer (Store)**

## Technical bid

<b>Sl. No.</b>	<b>Description</b>	<b>Page No.*</b>	<b>Details</b>
1.	Name of the Company/Firm		
2.	Address of the company/Firm with contact details ( Tel/Fax/E mail/ Cell)		
3.	Registration of the Firm with Govt./ Concerned Deptt. Under shop & commercial Estt. Act.		
4.	Name & full address of your Banker with branch code, IFS code, MICR code, etc.		
5.	Agency should have atleast 3 years experience to such supplies to Govt./Semi.Govt./ Boards/ Corporation/ Autonomous Body i.e. 2016-17, 2017-18 and 2018-19 (Attach documentary proof)		
6.	Current/Valid PAN No. (Attach documentary proof)		
7.	Current/Valid GST No. (Attach documentary proof)		
8.	Certificate regarding non black listed firm is required to be attached (Attached certificate as per proforma)		
9.	Scanned copy of EMD		
10.	Any other information		

\*Filling up of Page No. is mandatory.

Dated: \_\_\_\_\_

(Signature & Seal of Tenderer)

## **To whom it may concern**

"It is certified that our firm M/S \_\_\_\_\_ has not been blacklisted/debarred/ suspended for providing services for advertisements in newspapers by any Central/State Government/Public Sector Undertaking/Institute of Government of India/Autonomous Body etc. It is further certified that this statement is true and based on facts. If it is found false at any stage, I/we shall be liable responsible for the same and action as deemed fit may be taken against me/our agency.

**Signature & Seal of the Tenderer  
with Date**

Telephone No.

Fax:

E mail:

Cell:

**CERTIFICATE TO BE SIGNED BY THE TENDERER**  
**CERTIFICATE**

It is certified that I have read and understood and will comply with all instructions contained in Terms & conditions of this tender documents. All pages submitted with this tender documents from page \_\_\_\_\_ to \_\_\_\_\_ have been filled properly and signed with seal of the firm/company.

Signature of tenderer: - \_\_\_\_\_

Name in block letters: - \_\_\_\_\_

Name of firm: \_\_\_\_\_

Full address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

i) Telephone No. \_\_\_\_\_

ii) Mobile No. \_\_\_\_\_

iii) Fax No. \_\_\_\_\_

iv) Email id \_\_\_\_\_

v) Website \_\_\_\_\_

**Proforma price bid to be submitted in BOQ (online only)**

<b>Sl. No.</b>	<b>RO Purifier System Details</b>	<b>Basic Rate</b>	<b>GST Applicable</b>	<b>Total</b>
1	Ro Water Purifier System 10 Lit			
2	Ro Water Purifier System 15 Lit			
3	Ro Water Purifier System 20 Lit			
4	Ro Water Purifier System 25 Lit			
5	Ro Water Purifier System 50 Lit & above			



**FORMAT FOR BANK GUARANTEE**

**Beneficiary** : **Director, ICAR-IARI** (herein after referred to as Beneficiary /Government)

**Date** : .....[Insert date of issue of BG]

**PERFORMANCE BANK GUARANTEE No.** : .....[Insert guarantee number]

**PERFORMANCE BANK GUARANTEE Amount** : .....[Insert guarantee amount]

**Applicant/ Seller** : ..... [Insert Seller Name and Address]

**Guarantor** : .....[Insert name and address of the issuing Bank]

1. The Applicant/Seller named above has entered into above referred contract with the Beneficiary, for the supply of Goods and / or Services as defined in the said contract. According to the conditions of the Contract, a performance security is required to be furnished by the Seller to the Beneficiary for due performance of the contract.
2. At the request of the Applicant, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of [insert amount in figures][insert amount in words], upon receipt by us of the Beneficiary's demand stating that the Applicant is in breach of its obligation(s) under the Contract, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified therein.
3. We do hereby undertake to pay the amount due and payable under this Guarantee without any demur, merely on a demand from the Beneficiary/Government. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_
4. We undertake to pay the Government any money so demanded notwithstanding any dispute or disputes raised by Seller(s) in any suit or proceeding pending before any Court or Tribunal relating thereto liability under this present being absolute and unequivocal.
5. The payment so made by us under this Bond shall be a valid discharge of our liability for payment there under and the Seller (s) shall have no claim against us for making such payment.
6. We further agree that the Guarantee here in contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract including Guarantee/Warrantee period and that it shall continue to be forceable till all the dues of the Government under or by virtue of the said Contract have been fully paid and its claims satisfied or discharged.
7. We further agree with Government that the Government shall have the fullest liberty

without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and condition of the said Contract or to extend time of performance by the said Seller (s) from time to time or to postpone any time or from time to time powers exercisable by the Government against the said Seller (s) and to forbear or enforce any of the terms and condition relating to the said Contract and we shall not be relieved from our liability by reason of any such variation, or only extension being granted to the said Seller (s) or for any forbearance, act or omission on the part of the Government or any indulgence by the Government to the said Seller (s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

8. Notwithstanding anything contained herein above our liability under the Guarantee is restricted to Rs \_\_\_\_\_ and shall remain in force until \_\_\_\_\_ [Should be for a period of 12 months from the date of issue in case EMD & 30 months from the date of issue in case of Performance security]
9. This Guarantee will not be discharged Due to be change in the constitution of the Bank or the Seller(s).
10. We lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the Government in writing.

Dated \_\_\_\_\_ For \_\_\_\_\_

(Indicate the name of the Bank) Signature \_\_\_\_\_

Name of the Officer \_\_\_\_\_

Designation of the officer \_\_\_\_\_ Code no \_\_\_\_\_

Name of the Bank and Branch \_\_\_\_\_