

 भाकृअनुप ICAR	ICAR-CENTRAL INSTITUTE FOR RESEARCH ON CATTLE Grass Farm Road, Post Box No.17, MEERUT CANTT-250001 (U.P.) India
Tel. 0121-2657136 (Director), 2657133 (AAO), 2657134 (Fax), 2645598, 2656021 (EPABX) Website: http://www.circ.org.in	

F.No. 5-26(SP)/ARC/LN2/SFLab/2017-18

Dated the 2nd Aug., 2017

NOTICE INVITING TENDER THROUGH E-PROCUREMENT

Online Bids are invited from registered firms for the rate contract for supply of **Liquid Nitrogen** for the period of one year with effect from date of award of the final tender. Tender documents may be downloaded from eProcurement website of CPPP <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET as under. The tender document contains the following:-

- Annexure-I -- The terms and conditions along with the detailed specifications
- Annexure-II -- “Instructions for Online Bid Submission”
- Annexure-III -- Tender acceptance letter

CRITICAL DATE SHEET (Section)

Tender No.	5-26(SP)/ARC/LN2/SFLab/2017-18
Tender fee	Rs.500.00 (in favour of “ICAR Unit, CIRC, Meerut”)
Name of Organization	ICAR-Central Institute for Research on Cattle, Grass Farm Road, Meerut Cantt.-250001 (U.P.)
Date and Time for Issue/Publishing	<u>02.08.2017 at 12.00 P.M.</u>
Document Download / Sale Start Date and Time	<u>02.08.2017 at 12.30 P.M</u>
Document Download /Sale End Date and Time	<u>19.08.2017 upto 05.00 P.M.</u>
Bid Submission start Date and Time	<u>03.08.2017 at 10.00 A.M.</u>
Bid Submission End Date and Time	<u>19.08.2017 upto 05.00 P.M.</u>
Date and Time for Opening of Bids	<u>21.08.2017 at 02.30 P.M.</u>
Address for Communication	Incharge, Purchase, ICAR-Central Institute for Research on Cattle, Grass Farm Road, Meerut Cantt.-250001 (U.P.) Website: https://eprocure.gov.in/eprocure/app

- The tender form/bidder 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 bids shall not be accepted.

2. Tenderers/bidders are requested to visit the 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 CIRC reserves the right to accept or reject any or all the tenders.
4. Bidder needs not to come at the time of Technical as well as Financial bid opening at CIRC. They can view live bid opening after login on CPPP eProcurement Portal at their remote end. If bidder wants to join bid opening event at CIRC then they have to come with bid acknowledge slip that generates after successfully submission of online bid.

The interested Firms are required to deposit (in original) an **Earnest Money Deposit (EMD) of Rs.50,000/-** (Rupees Fifty Thousand only) in the form of Demand Draft in favour of “**ICAR Unit, CIRC, Meerut**” payable at SBI, Main Branch, Meerut Cantt and may be addressed to **Incharge, Purchase, ICAR-Central Institute for Research on Cattle, Grass Farm Road, Meerut Cantt.-250001 (U.P.)** on or before bid submission closing date and time. **This amount (EMD) will be retained as performance Security Money, if rate contract is awarded.**

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

- **Technical Bid**
 - (a) Scanned copy of Tender fee and Earnest Money Deposit(EMD)/its exemption, if any
 - (b) Scanned copy of Firm’s registration, Pan card, GST no.,
 - (c) Tender Acceptance Letter (Annexure-III).
 - (d) Scanned copy of Manufacturers authorization certificate issued by Principal Manufacturer.
 - (e) Scanned copy of Income Tax Statement for the last year.
 - (f) Scanned Copy of Annexure-I and II.
 - (g) Scanned copy of all authentic documents regarding firm’s turnover of Rs.10 Lakh per year during last year.
 - (h) Scanned copy of User List similar contracts of supply of Liquid Nitrogen to Government Departments/Private organizations.
 - (i) RTGS detail of the firm.

- **Financial Bid**
 - a) Price Bid as per BoQ_

INCHARGE, PURCHASE

TENDER FORM FOR ENTERING ANNUAL RATE CONTRACT FOR THE SUPPLY OF LIQUID NITROGEN AT CIRC, MEERUT FOR ONE YEAR

1	Name & full address of the firm with Phone No. / email id	
2	If the Firm is under Rate Contract with other Govt. Deptt. / Private Org. Give details along with Certified copies of rate contract issued by Deptt./Org.	
3	Annual turnover of the firm/company during financial year 2016-17(enclosed documents in support of claim)	
4	Whether the firm is registered under company Act 1956, If yes, enclose certified copy & supporting documents	
5	Certified copies of GST Registration No. with date of validity	
6 (a)	Income Tax /PAN No.	
(b)	Name of firm/company (not individual)	
(c)	Latest copy of Return filed with Income Tax Deptt.:	
7	State whether you have been currently banned / Blacklisted by any Ministry / Deptt. Of Central Govt. or any State Govt. If so give details	
8	Please indicate Bank A/C No., name & full address of your Banker with RTGS details	
9	Any other information	

Signature
Name of Company/Firm Complete address

Terms and Conditions for award of contract for supply of ‘Liquid Nitrogen’ on requirement basis for the period of one year.

1. The tenderer should have tender specific Authorization of **Manufacturer for the supply of LN2** having sufficient experience and expertise in the relevant field and also having sound financial standing. Copies of certificate proving company’s registration, GST registration, previous experience etc. should be enclosed with the quotation.
2. The tenderer should have a well-established office in India and a person should be available on all working days between **9:00 A.M. to 5:30 P.M.**
3. The tenderer should also be able to provide the name and mobile number of a person, who can be contacted at any time, even beyond office hours and on holidays. This person should be capable of taking orders and arrange for supply of the desired item, even at short notice.
4. The selected firm will be required to supply the LN2 as per specific orders at Semen Freezing Laboratory of CIRC, Meerut
5. Orders for LN2 will be placed on requirement basis. Bills in respect of LN2 supplied by the elected Firm should be sent later. Payment will be released only after it is ensured that the quantity and quality of LN2 supplied is to the entire satisfaction of this office.
6. The CIRC will have the authority to place order for supply of items beyond office hours and on holidays, for which no additional payment will be made.
7. Government Taxes, as applicable from time to time on such suppliers, shall be payable by the CIRC. The bill raised by the Firm should have all Tax Registration numbers printed on the bill. Validity of the Tax registration during the currency of contract shall be the sole responsibility of the firm.
8. Details regarding approx. quantity has been given against the item in the **BoQ**. Rates should **be quoted in BoQ**. LN2 should be supplied as per detailed in this tender and no deviation shall be entertained.
9. Tenderers already having similar contracts of supply of LN2 to Government Departments/Private organizations need to submit with their tenders. Certificate to this effect from any three Department/organizations should be uploaded with the tender.
10. Upon selection of firm/tender, if at any occasion the quality of the item is found of different specifications, the contract will be cancelled and performance security will stand forfeited.
11. No separate charges shall be paid for delivery of goods to the store of ICAR-CIRC, Meerut.
12. The rates quoted by the selected firm, and approved by this Office shall remain valid throughout the period of contract and requests to increase the rates for any items(s), during the currency of the contract, shall not be considered.
13. It will also be binding upon the selected firm to maintain such qualities, if indicated in the quotations.
14. Selection of a firm for award of contract will not be made solely on the basis of lowest rates quoted by a tenderer.
15. All terms and conditions stipulated for award of the contract will be considered for selection of a Firm(s).
16. The selected Firm will have to deposit a contract security which shall be informed to the successful tenderers. The contract security will be in the form of **Demand draft/ Bank guarantee** in favour of **“ICAR Unit, CIRC, Meerut”**.
17. If the selected firm expresses its inability to supply the LN2 as per requirement of CIRC or fails to supply the LN2 at the quoted rates, thus failing in fulfilling the stipulated terms and conditions for award of the contract, then the contract surety amount is liable to be forfeited in part or in toto.
18. The tenderer should enclose a inked signed copy of the terms and conditions stipulated for award of the contract, conveying his acceptance of the same.
19. Tenders should be uploaded on specified format as on the website, alongwith a Demand Draft/Pay Order/Banker’s Cheque of **Rs.50,000/- (Rupees Fifty Thousand Only)** drawn in favor of **“ICAR**

Unit, CIRC, Meerut”, towards Earnest Money Deposit. If the Demand Draft/Pay Order /Banker’s Cheque is found to be drawn in favour of any officer, other than “**ICAR Unit, CIRC, Meerut**” the tender will be liable to be outrightly rejected. The EMD amount will be returned after finalization of the contract. Any tender that is received without the scanned copy of EMD money will outrightly be rejected.

20. The items to be quoted should be as per details given in BoQ and no deviation in quality/ substitution of items shall be entertained.
21. No interest shall be paid for EMD or Security Deposit and no such request for claiming interest shall be entertained.
22. The EMD Demand Draft/Pay Order/Banker’s Cheque of Rs.50,000/- (Rupees Fifty Thousand Only) should be forwarded to this office with details of the firm overleaf.
23. Tenders incomplete in any form are liable to be rejected outrightly.
24. If a tenderer decides to withdraw from the bidding, this Office will have the authority to forfeit the EMD of **Rs.50,000/- (Rupees Fifty Thousand Only)** deposited by the tenderer.
25. The rates should be quoted on F.O.R., CIRC, Meerut basis.
26. The delivery of above Liquid Nitrogen should be provided as per the requirement and scheduled of CIRC.
27. **The approx. requirement of Liquid Nitrogen is 6000 liters in a month which will be delivered by the firm 1-2 times in a week in storage containers (50-52 lit. capacity) and pressurized freezing containers (capacity: 127-230 lit) (Approx. 1200-1500 liters in one visit) as per consumption in the processing and other activities of S.F. Lab. of this Institute.**
28. The supply of LN₂ should be ensure as per guidelines of National Green Tribunal (NGT).
29. Purity Certificate with bill shall be submitted while claiming for bill & supply of LN₂.
30. A Safety Certificate of LN₂ supply pressure tank to avoid any incident or Leakage and loss of gas at CIRC Campus may kindly be given.
31. The terms and conditions finalized at the time of agreement/contract shall remain unchanged during the effective contract period.
32. This office will have full authority to reject any/all offer(s) without assigning any reason thereof. No enquiry after submission of the quotation will be entertained.
33. The Competent Authority in the CIRC reserves the right to cancel the contract at any time during the currency of the contract without giving any reason.

Specification of Item (Reference for BOQ) (To be quoted in format provided on CPP Portal)

Sl. No.	Name of item	Quantity	Rates in Rs. Per Litre*	Rates in words
1	Liquid Nitrogen	Approx. 70000-75000 Litres per annum. Approx. 6000 liters in a month to be delivered by the firm 1-2 times in a week in storage containers (50-52 lit. capacity) and pressurized freezing containers (capacity: 127-230 lit) (Approx. 1200-1500 liters in one visit)	Rates should be given in BoQ only.	Rates should be given in BoQ only.

*GST extra as applicable

INCHARGE, PURCHASE

Instructions for Online Bid Submission:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>

REGISTRATION:

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their userID / password and the password of the DSC / eToken.

SEARCHING FOR TENDER DOCUMENTS:

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My

Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS:

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS:

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) **Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/regd/ speed post/given in person to the Tender Processing Section, latest by the last date of bid submission. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.**
- 5) A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial

bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

- 6) The serve time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS:

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,
The Incharge, Purchase
ICAR-Central Institute for Research on Cattle,
Grass Farm Road, Meerut Cantt-250001 (U.P.)

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: 5-26(SP)/ARC/LN2/SFLab/2017-18

Name of Tender : ARC for LN2

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I/We do hereby declare that the validity of bid will be upto 90 days from the date of opening of bid.

7. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract , without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)