



भकृअनुप-राष्ट्रीय पादप आनुवंशिक संसाधन ब्यूरो
क्षेत्रीय केन्द्र, फागली, शिमला, हिमाचल प्रदेश - 171004
ICAR- National Bureau of Plant Genetic Resources
Regional Station, Phagli, Shimla, HP, 171004



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No NBPGR-S-60-17-173

Dated: 16/6/16

To web Page

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Dear Sir(s)

Sealed tenders (Two Bid System) are invited from Registered Contractor/Firm to carry out the following works on 'Work contract' basis at this Regional Station.

Sno.	Name of work	Work details Justification
1.	Work Contract for Agricultural and horticultural operations effective from 01.08.2016 to 30.06.2017	1.Total area under agriculture and horticultural crops in research farm – 6.50 ha 2. Area under nursery/ seed production– 1500 sq m 3.Maintenance of pot experiments- 1500-2000 pots (30 x 30 cm of size)
Detail of the operations to be carried out-		
1.	Preparation of fields for sowing of germplasm (2-3 ploughings 25 fields in Kharif and Rabi in the blocks EF&G at Phagli and around 10 fields measuring 1.5 ha at IARI Regional Station, Tutikndi)	
2.	Assistance in the sowing of crops (Making lines through khilna and handling layout rope in 25 fields in Kharif and Rabi in the blocks EF&G at Phagli and IARI Regional Station, Tutikndi for sowing about 8000 germplasm lines and AICRN (UC trials and germplasm screening nurseries)	
3.	Irrigation, weeding, manuring, spraying, and other intercultural operations (all these operation to be carried out in above cultivated field in both the seasons and also between the bunds on regular basis)	
4.	Harvesting, threshing, seed cleaning and packaging of crop produce obtained from around 8000 accessions, and AICRN (UC trials and germplasm screening nurseries and also from the crops grown for revenue generation)	
5.	Preparation of basins in the field gene bank (1250 perennial fruit plants being maintained in the field gene bank whose basins are to be maintained through irrigation, weeding, manuring, and other intercultural operations, the total basins are about 4500)	
6.	Preparation and maintenance of nurseries (The nurseries of temperate fruit crops are grown in 8 fields measuring 0.80 ha needs to be maintained regularly through irrigation, weeding, manuring, and other intercultural operations)	
7.	Digging and filling of pits for new plantation and replacing senile tree accessions (Every year we replace/add about 300 new plantations for which pit of 3'x3'x3' size are to be dug and filled).	
8.	Minor repairs of fields generally damaged during rainy season (All the cultivated field at the station are terraced and supported by kachhi retaining wall which invariably slide due to heavy rain). This wall repaired in the winters. The total average area comes about 600-700 cubic meters.	
9.	Development and repair of new fields in about 0.50 ha uncultivated areas of farm for raising wild species of temperate fruits and other minor and economic plant species on long term basis.	
10.	Grass cuttings from the bunds and field gene bank (we have bullock pair for sowing of crops. The fodder grass from the bunds of cultivated field and FGB, which is around 8-10 bihga is cut and feed regularly to bullocks and also stored for winters)	

11. Assistance in training, pruning, pasting and spraying of plants in the field gene bank. (About 3000 tress need to trained, pruned, white washed with Bordeaux mixture in winters)
12. Maintenance and feeding of bullocks (The bullock need to be cared throughout the day and also attended in the late evening for feeding)
13. Maintenance of glass houses (2no.), poly houses (2no), mist chambers (1 no.), net house (1no) and pot house (1no) where propagation of material is done and other plants in the off season grown.
14. Loading, unloading and carriage of materials from road to office premises (Shimla being hilly terrain, most of the material is unloaded in the main road and lifted manually to the station)
15. Attending to intermittent nature of works like, heavy snow fall, rainfall, etc.
16. Maintenance of global wild annual lens and *cicer* species for seed increase.
17. Maintenance of wild species of other crops for seed increase.

The details of tender along with terms & conditions can be had on payment of Rs 300/- from the office of Head, ICAR-NBPGR Regional Station, Phagli, Shimla on any working day between **16.06.2016 to 07.07.2016**. Tender document can also be downloaded from our website <http://www.nbpgr.ernet.in>, by depositing tender cost of **Rs 300/-** at the time of submission of tender. The last date of submission of tender is **07.07.2016** up to **1.00PM**. The technical bid shall be opened on **07.07.2016** at **3.00 PM** and financial bid shall be opened on **08.07.2016** at **3.00 PM** in presence of tenderers who wish to be present. The contractors are require to submit separate sealed tender for each job.

Terms and conditions

1. Only those contractors who have reasonable experience in agricultural and horticultural works can participate in the bidding.
2. The workers through whom the work is to be carried out shall be on the roll of the contractor/agency, which will ensure compliance with provision of various labour laws and statutes as applicable, and ICAR-NBPGR shall not be responsible for payment of emoluments of any nature except as specifically provided in the contract. Integrity and character verification of the workers will be sole responsibility of the contractor.
3. It shall be the responsibility of the contractor/agency to ensure timely payments of wages as per recognized mode of payment, PF & deduction and ESI etc. and maintain proper record with respect of such payments. Such records will be made available to ICAR-NBPGR as and when desired for verification.
4. The contractor shall quote the rates on lump sum basis including all liabilities for the entire tender period. Service tax should be shown separately.
5. ICAR-NBPGR will deduct Income Tax at source under Section 194 C of the Income Tax Act, 1961 from the Agency @ 2% or applicable from time-to-time of such as income tax on the income comprised therein.
6. ICAR-NBPGR will also deduct appropriate service tax charged by the agency on each bill for depositing directly with the Government, if applicable.
7. The Agency shall comply with all the legal requirements for obtaining license under Contract Labor (R&A) Act, 1970.
8. The Contractor shall abide by the provision of the Minimum Wages Act, 1948 the Contract Labour (R&A) Act, 1970 and other Labour laws applicable to him.
9. Self certified Photostat copy of Service Tax and Central Tax clearance certificate should also be enclosed.
10. No extra rates or increased rates shall be acceptable during the entire tender period.

11. The successful tender shall be required to deposit EMD of **Rs 25,000/ (Rupees Twenty five thousand only)** in the form of DD/FDR drawn in favour of The Office-In-Charge, ICAR-NBPGR Regional Station, Shimla. The EMD shall be refunded after bids are finalized while EMD of the successful tenderer shall be refunded after the award of work. No interest shall be paid on EMD money.
12. Performance security is 10% of the total amount quoted and it will be refunded after the tender period is over. No interest will be paid on Performance security money.
13. The tender shall be liable to be terminated even before the expiry of the contract period if the firm fail to provide satisfactory services or violates any of the conditions/terms of the contract. In that event, the security money deposited by the firm shall be liable to be forfeited.
14. Technical and Financial bids are required to submit/place separately with the tender document.
15. Erasing and overwriting in the tender shall render the same invalid.
16. Head of office reserves the right to reject any or all the tenders in whole or in part thereof without assigning any reasons.
17. The agency has to sign this tenders in original along with signature and having the acceptance of work scope and terms and conditions on all pages attached.
18. The payment shall be subject to verification of work by the competent official of NBPGR RS Shimla.
19. In case of default or unsatisfactory work, Head, ICAR-NBPGR, RS, Shimla reserves the right to make deductions as penalty, as deemed fit. Decision of Head, ICAR-NBPGR, RS, Shimla will be final in this regard.
20. As per the decision of the Council the payment will be made through Electronic transfer, and following bank details are required:-
 - **IFSC Code**
 - **Account No.**
 - **Name of the Bank and its Branch**
21. The following documents/vouchers essentially to be enclosed with the **TECHNICAL BID**:
 - ✓ Registration certificate of the firm under the work contract of the Govt. of India/State Govt.
 - ✓ Minimum turnover of the firm not less than Rs.3,00,000/- In figures (Rupees Three lakh only) during the last financial year.
 - ✓ Last three years continuous experience of the firm 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 enclosed tabular form.
 - ✓ Certified Balance Sheet of the firm for last year of the service contract by a Chartered Accountant.
 - ✓ Duly certified copies of the satisfactory services where the Tenderer is providing the services.
 - ✓ Copy of Employees PF registration certificate issued by local Self Govt. etc.
 - ✓ Employee ESI registration certificate issued by local self Govt. etc.
 - ✓ The contractor/agency must have a registration with the Contract Labour(Regulation and Abolition) Act, 1970. The contractor shall obtain the labour license under this Act.
 - ✓ Number of staff/supervisors registers under ESI & EPF separately with their ESI & EPF contributions.
 - ✓ Documentary proof of vouchers to be required and may be attached.
 - ✓ Service tax registration certificate and PAN issued by Govt. etc.
 - ✓ Only those firms who qualify in the technical bid will be considered for financial bid.

Note: Technical Bid and Price Bid, marked as such, need to be enclosed in separate envelope and then both the bids need to be placed in a single envelope with proper sealing.

Technical Bid – Page-1

To
The Officer-in-charge
ICAR-NBPGR-Regional Station,
Phagli, Shimla -171004
Himachal Pradesh

1. I/We have read all the particulars regarding the general information and other terms and conditions of the tender for “various field works on contract basis in ICAR-NBPGR-Regional Station, Shimla” to provide the services as detailed in the schedule herein.
2. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
3. Every page so attached with this Tender bears my/our signature and the office seal.
4. DD No. _____ of Rs. _____ drawn in favour of the Officer-in-charge, NBPGR, Regional Station, Phagli, is enclosed as Earnest Money required.
5. We confirm that the following documents are enclosed herewith the tender.

S.N	Detail of documents	Enclosed
1	EMD for Rs.25,000/-	
2	Registration certificate of the firm under the work contract of the Govt. of India/State govt	
3	Minimum turnover of the firm not less than Rs.3,00,000/- (Rupees Ten lakh only) during the last financial year (copy of work orders to be enclosed).	
4	Last three years continuous experience of the firm 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 the enclosed tabular format.	
5	Certified Balance Sheet of the firm for the last year duly certified by a chartered accountant.	
6	Copies of the satisfactory service certificate issued from where the Tenderer is providing such services.	
7	Copy of Employees EPF registration certificate issued by local body etc.	
8	Employee ESI registration certificate issued by local body etc.	
9	Number. of staff/supervisors registers under ESI & EPF separately with their ESI & EPF contributions. Documentary proof of vouchers to be required and may be attached.	
10	Service Tax registration certificate.	
11	PAN issued by Govt.	

Yours faithfully

Signature & Seal of the Tenderer
Telephone No. Office:
Resi.:
Mobile:

Signature of witness to contractor's signature
Name & Address of Witness:

PART – I

1	Name of the Firm/Agency	
2	Full address with Post Box No. & Telephone No. if any	
3	Constitution of the Firm/Agency (Attached copy) Indian Companies Act. 1956 Indian Partnership Act, 1932 (Please give name of partners) Any other Act, if not, the owners	
4	For Partnership firms whether registered under the Indian Partnership Act, 1932, Please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the Tender	
5	a. 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	
6	b. 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	
7	Name and Full address of your Bankers	
8	Your permanent income tax No./Circle/Ward	
9	Any other relevant information	

Part II

1	Earnest Money Deposited:	Yes/No
2	Name and Address of the firm's Representative and whether the firm would be representing at the opening of the Tenders	
3	Name of the Permanent Representative visiting ICAR-NBPGR-Regional Station, Shimla, regarding the contract/monitoring.	

Date: _____
Place: _____

AUTHORISED SIGNATORY

SCHEDULE- II

Details of the Minimum 3 year experience/work done

S.N	Name of the Dept./ Organisation & Name of contact person with phone no	Period		Amount of contract	Remarks
		From	To		

Authorised Signatory

FINANCIAL BID

(Financial bid to be enclosed in a separate envelope with seal and be kept in the main cover)

Last date for receipt of Tender :

Date of opening of Tender :

08.07.2016

To

The Officer in charge,
NBPGR-RS, Shimla.

Sir,

I/We wish to submit our Tenders for THE JOB WORK/SERVICE CONTRACT FOR “**various field works on job contract basis at ICAR-NBPGR-RS, Shimla**” on consolidated rates :

Particulars	Amount for complete job
➤ Preparation of fields for sowing of germplasm (2-3 ploughings 25 fields in Kharif and Rabi in the blocks EF&G at Phagli and around 10 fields measuring 1.5 ha at IARI Regional Station, Tutikndi)	Rupees in figure.....
➤ Assistance in the sowing of crops (Making lines through khilna and handling layout rope in 25 fields in Kharif and Rabi in the blocks EF&G at Phagli and IARI Regional Station, Tutikndi for sowing about 8000 germplasm lines and AICRN (UC trials and germplasm screening nurseries)
➤ Irrigation, weeding, manuring, spraying, and other intercultural operations (all these operation to be carried out in above cultivated field in both the seasons and also between the bunds on regular basis)	Rupees in words
➤ Harvesting, threshing, seed cleaning and packaging of crop produce obtained from around 8000 accessions, and AICRN (UC trials and germplasm screening nurseries and also from the crops grown for revenue generation
➤ Preparation of basins in the field gene bank (1250 perennial fruit plants being maintained in the field gene bank whose basins are to be maintained through irrigation, weeding, manuring, and other intercultural operations, the total basins are about 4500)
➤ Preparation and maintenance of nurseries (The nurseries of temperate fruit crops are grown in 8 fields measuring 0.80 ha needs to be maintained regularly through irrigation, weeding, manuring, and other intercultural operations)	
➤ Digging and filling of pits for new plantation and replacing senile tree accessions (Every year we replace/add about 300 new plantations for which pit of 3'x3'x3' size are to be dug and filled).	
➤ Minor repairs of fields generally damaged during rainy season (All the cultivated field at the station are terraced and supported by kachhi retaining wall which invariably slide due to heavy rain). This wall repaired in the winters. The total average area comes about 600-700 cubic meters.	
➤ Development and repair of new fields in about 0.50 ha	

<p>uncultivated areas of farm for raising wild species of temperate fruits and other minor and economic plant species on long term basis.</p> <p>➤ Grass cuttings from the bunds and field gene bank (we have bullock pair for sowing of crops. The fodder grass from the bunds of cultivated field and FGB, which is around 8-10 bihga is cut and feed regularly to bullocks and also stored for winters)</p> <p>➤ Assistance in training, pruning, pasting and spraying of plants in the field gene bank. (About 3000 tress need to trained, pruned, white washed with Bordeaux mixture in winters)</p> <p>➤ Maintenance and feeding of bullocks (The bullock need to be cared throughout the day and also attended in the late evening for feeding)</p> <p>➤ Maintenance of glass houses (2no.), poly houses (2no), mist chambers (1 no.), net house (1no) and pot house (1no) where propagation of material is done and other plants in the off season grown.</p> <p>➤ Loading, unloading and carriage of materials from road to office premises (Shimla being hilly terrain, most of the material is unloaded in the main road and lifted manually to the station)</p> <p>➤ Attending to intermittent nature of works like, heavy snow fall, rainfall, etc.</p> <p>➤ Maintenance of global wild annual lens and <i>cicer</i> species for seed increase.</p> <p>➤ Maintenance of wild species of other crops for seed increase</p>	
Any other charges such as EPF/ESI etc. (please specify)	
1) _____	Rs.....
2) _____	Rs.....
Service tax etc. if any, (please specify) _____ %	Rs.....
Grand total (inclusive of all charges)	Rs.....

NOTE: Un-attested corrections on price will lead to rejection of the tender.

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. We understand and confirm that the statutory conditions of the tender which will be

abide by us and for any deviation/violation detected, we will be solely responsible for the same.

We have carefully read the terms and conditions of the Tender and are agreed to abide by these in letter and spirit.

Signature with date _____

Name, Address & Seal of the Firm _____

Telephone No. _____ Mobile No. _____

E-mail . _____

M. D.