

Registered/ speed post



ICAR-National Bureau of Plant Genetic Resources
Pusa Campus, New Delhi – 110 012



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E-mail: nbpgr.aapurchase@icar.gov.in

No.4(334)/Purchase/2020/pt

Dated: September, 2020

NOTICE FOR INVITING TENDER THROUGH E-PROCUREMENT

Online Bids are invited from interested firms under two bid system for procurement of ‘**Computer Workstation with accessories**’ at ICAR-NBPGR, New Delhi. Manual bids shall not be entertained.

Tender documents may be downloaded from e-procurement website of CPPP <https://eprocure.gov.in/eprocure/appor> www.nbpgr.ernet.in as per the schedule given in CRITICAL DATE SHEET as under:

CRITICAL DATE SHEET

Tender No.	F. No.4(334)/Purchase/2020/pt
Name of Organization	ICAR-National Bureau of Plant Genetic Resources, Pusa Campus, New Delhi -110012
Date and Time for Issue/Publishing	04.09.2020 at 02.30 PM
Document Download/Sale Start Date and Time	05.09.2020 at 10.30 AM
Bid Submission start Date and Time	05.09.2020 at 2.30 PM
Bid Submission End Date and Time	28.09.2020 at 02.30PM
Date and Time for Opening of Bids	29.09.2020 at 02.30PM
Address for Communication	Asstt. Admn. Officer (Purchase), ICAR-NBPGR, New Delhi

(Avdhesh Kumar)
Asstt. Admn. Officer (P)

ICAR-NATIONAL BUREAU OF PLANT GENETIC RESOURCES
PUSA CAMPUS, NEW DELHI -110012

Check list for the tender

The bidders are requested to fill the check list for evaluation of technical bid.

Sr. No.	Particulars	Remarks (YES/NO)
01	Whether the required EMD attached/scan copy uploaded or the bidder is NSIC/MSME. In case of NSIC/MSME please provide the relevant documents in support of the same.	
02	Whether the tender acceptance letter duly signed uploaded	
03	Whether the scan copy of PAN number uploaded	
04	Whether the firm has GST Number or not	
05	Whether the bidder is Manufacturer or Agent of the manufacturer. Please mention as the case may be. In case of agent of the manufacturer/Principal the proper authorization is attached or not.	
06	Whether the scanned copies of Income Tax return uploaded as per requirement of the tender.	
07	Whether the scanned copies of user list uploaded	
08	Whether the make and model of the equipment mentioned and catalogue provided	
09	Whether the firm is Black listed by any of the Government Department/Agency	
10	Whether the proprietor of the firm is SC/ST. In case so please mention in the bid.	

Instructions for Online Bid Submission

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>.

1. The Tender form/bidder documents may be downloaded from the <https://eprocure.gov.in/eprocure/app> or www.nbpg.ernet.in. **Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory.** Manual/Offline bids shall not be accepted under any circumstances.
2. Tenderers/bidders are requested to visit the website <https://eprocure.gov.in/eprocure/app> and www.nbpg.ernet.in regularly for any changes/modifications in tender document.
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 Council reserves the right to accept or reject any or all the tenders.
4. The interested Firms are required to deposit (in original) an Earnest Money Deposit (EMD) of the amount mentioned against items in the form of Demand Draft/FDR-TDR/BG from any of the Commercial Bank in favour of **Director, NBPGR payable at New Delhi** may be address to **Asstt. Admn. Officer (Purchase), NBPGR, New Delhi** on or before **bid closing date and time as mentioned in the Critical Date Sheet**.
5. The interested Firms are required to deposit (in original) **Tender Fee, if any** (Non-refundable) in the shape of Demand Draft in favour of **Director, NBPGR payable at New Delhi** may be address to **Asstt. Admn. Officer (Purchase), NBPGR, New Delhi** on or before **bid closing date and time as mentioned in the Critical Date Sheet**.
6. The firm should send the original brochures of the product and may be addressed to Asstt. Admn. Officer (Purchase), NBPGR, New Delhi on or before bid opening date and time as mentioned in the Critical Date Sheet along with Tender Fee & EMD.
7. Bidders need not to come at the time of Technical as well as Financial bid opening at NBPGR. They can view live bid opening after login on CPPP e-procurement portal at their remote end. If bidder wants to join bid opening at NBPGR then they have to come with bid acknowledge slip that is generated after successfully submission of online bid.