
 ICAR	NATIONAL DAIRY RESEARCH INSTITUTE SOUTHERN CAMPUS (Indian Council of Agricultural Research) ADUGODI POST, HOSUR ROAD BANGALORE -560 030.	
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E-TENDERS NOTICE INVITING
(NATIONAL COMPETITIVE BIDDING)

Online bids are invited on Single Stage two bids system FOR ANNUAL JOB/WORK CONTRACT FOR FODDER CHAFFING AND DISTRIBUTION AT NDRI, BENGALURU-560 030.

Tender documents may be downloaded from NDRI web site www.ndri.res.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET as under:-

CRITICAL DATE SHEET

Published Date	22-03-2021
Bid Document Download / Sale Start Date	22-03-2021
Bid Submission Start Date	22-03-2021 @ 03.00 p.m
Bid Submission End Date	15-04-2021 at 3.00 p.m.
Bid Opening	16-04-2021
Place of opening of Technical bid and financial bid.	AAO, SRS of NDRI, Hosur Road, Adugodi, Bengaluru – 560 030
Address for Communication	AAO, SRS of NDRI, Hosur Road, Adugodi, Bengaluru – 560 030.

1. On behalf of Director, ICAR-NDRI, Karnal, E-Quotations / tenders / Bids are invited from the registered firms / contractors **on portal only** FOR ANNUAL JOB/WORK CONTRACT FOR FODDER CHAFFING AND DISTRIBUTION AT NDRI, BENGALURU-560 030. The Quotations / bids duly sealed / signed & completed in all respect should be submitted with scan documents online at CPPP **latest by 15-4-2021 at 3.00 p.m.** The incomplete

• **Financial Bid:-**

Financial bid should be quoted in Lumpsum Basis.

6. The Bidders may submit their Techno-Commercial bids and price bids online on the portal of CPP. No conditional bids shall be allowed / accepted. Bidders will have to upload scanned copies of various documents required for their eligibility and all other documents as specified in NIT including techno-commercial bid in cover-I, and price bid in cover-II separately as instructed in the bid document. The bidder will have to give an undertaking online that if the information / declaration / scanned documents furnished in respect of eligibility criteria are found to be wrong or misleading at any stage, they will be liable to punitive action against them by the department. Evidence towards submission of **EMD amounting to Rs.14000/- (in the shape of demand draft / pay order) is to be submitted in the electronic format online (by scanning) while uploading the bid.** This submission shall mean that EMD and tender fee are received electronically. However, for the purpose of realization, the bidder has to send the Demand Draft / pay order in original to this through post or by hand so as to reach before the time of tender opening. In case of exemption of EMD, the scanned copy of the document in support of exemption will have to be uploaded by the bidder during bid submission.
7. The firms registered with NSIC / MSME / Start Up as recognized by DIPP for supply of Manpower only are exempted from submission of EMD on submission of relevant valid documentary proof in pdf format in the technical bid.
8. The Financial Bid of the Technically Qualified bidders only will be opened after short listing of techno-commercially acceptance bidder with due information through system generated emails & SMS alerts.
9. **Description of the tendered job contract and GENERAL INFORMATION AND OTHER TERMS & CONDITIONS OF THE ANNUAL JOB / WORK CONTRACT FOR ANNUAL JOB/WORK CONTRACT FOR FODDER CHAFFING AND DISTRIBUTION AT NDRI, BENGALURU-560 030 as per Schedule I.**
10. If the tenderer does not accept the offer, after issue of letter of award by institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.
11. **Bid Opening:** Both the techno-commercial and price bids will be opened online by the bid openers mentioned at the time of creation of the tender online. Relevant bidders can simultaneously take part in the bid opening online and can see the resultant bids, of all bidders. The system automatically generates a technical scrutiny report and commercial scrutiny report in case of techno-commercial bid opening and a price comparative statement in case of price bid opening which can also be seen by participating bidders online.
12. Notwithstanding the above, the purchaser, reserves the right to accept or reject any quotation or annul the tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation whatsoever, to the affected tenderer or tenderers.

Asst. Administrative Officer

Enclosures:

Annexure – 1

GENERAL INFORMATION & OTHER TERMS & CONDITIONS FOR ANNUAL JOB/WORK CONTRACT FOR FODDER CHAFFING AND DISTRIBUTION AT NDRI, BENGALURU – 56 0030

Scope of Work:

The services as detailed below are to be provided to the Section/Units/Senior Officers of NDRI, located at SRS NDRI, Bengaluru.

1. Fodder chaffing and Distribution work has to be carried out every day in the early morning after arrival Harvested fodder from the Farm.
2. Everyday 5-6 MT of fodder chaffing has to be carried out on all 365 days.
3. Chaffed fodder loaded to the tractor trailer is distributed by the Tractor which is provided by the LRC Office.
4. Ragi straw has to be supplemented when there is shortage of Green fodder and also regular feeding of Ragi straw to the Milking Animals.
5. Mangers are to be checked during 3 pm to see any shortage of Fodder and Ragi straw may be provided accordingly.

Maintenance:

1. Proper care and maintenance of the Chaff cutter like oiling, greasing, minor repairs, replacement of spares with the help of the AMC holder has to be carried out as and when required.
2. Tractor maintenance like Engine Oil level, Radiator water level, Greasing, cleaning also to be taken care with proper driving without mishandling.
3. Any issue will be treated seriously leading to Termination of Contract or forfeiting the EMD Security Deposit.



TERMS & CONDITIONS:

1. The firm/contractors should provide the personnel as per requirement and qualification/experience for required work as determined by the Institute or its representative
2. The staff deployed by the contractor/ firm for the work required should follow strict attendance and alternative arrangements are to be made by agency whenever anyone of staff/ supervisor is to go on leave/weekly rest under intimation to this office.
4. Any kind of loss of the Govt./ Institute's property due to the negligence of the contractor labours will be deducted from the contractors bill of that month.
5. During the contract period the institute will not be responsible for any mis happening of contractual labour like Snake bite, Skin disease or any accident/ injury (including Death) of the labour and it will be fully responsibility of the contractor for compensation of any claim etc.

6. The agreement is terminable with one month notice.
7. The contractor shall not sublet the work without prior written permission of the NDRI, Karnal .
8. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
9. The selected agency shall provide the necessary personal (qualified/experienced according to work required) as per requirement at NDRI, Bangalore as per labor acts prevalent in State. The agency shall employ good and reliable persons with robust health of age group of 21 to 45 years. In case any of the personal so provided is not found suitable by the NDRI, the NDRI shall have the right to ask for his replacement without giving any reason therefore and the agency shall on receipt of a written /oral communication will have to replace such persons immediately.
10. The persons so provided by the agency under this contract will not be the employee of the NDRI and there will be no employer-employee relationship between the NDRI and the person so engaged by the contractor in the aforesaid services.
11. Payment for service contract will be made monthly upon submission of pre-receipted bills and after making payments to the concerned departments i.e. EPI/ESIC etc. Th. RTGS only.
12. After physical inspection of the site, every detailed assessment/requirements of personnel for workers mentioned above shall have to furnish along with the Tender. **However the Tenders should indicate only the lump-sum amount (Per Month in respect of all the services covered under this contract. No request for alteration in the rates once quoted will be permitted during contract period.**
13. The rates to be quoted should include cost of each and every item including transportation cost, manpower cost and taxes etc. The Institute shall not bear any extra charge on any account whatsoever i.e. EPF & ESI contribution and liability under employee's compensation Act, Uniform, Liveries, OTA and other Govt. taxes etc.
14. The firm have to quote the lumpsum amount per month in rupees along with minimum wages & other liabilities to be levied by them for providing the services., the agency has to discharge the responsibilities and liabilities towards payment of minimum wages/EPF/ESI & other liabilities ethically. TDS as applicable will also be deducted from the bill of the contractor at the source.
15. The contractor will discharge all his legal obligations in respect of the workers/supervisors to be employed/ deployed by him for the execution of the work in respect of their wages strictly as **per minimum wages Central/State, whichever is higher** and service conditions and shall also comply with all the rules and regulations, provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and NDRI will not be responsible for any claims, loss of or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In cases of any dispute, the decision of Director, National Dairy Research Institute, Karnal shall be final and binding on the contractor.
16. Income Tax shall be deducted from the payments due for the work done as per rule and any other tax payable shall be paid by the contractor also.
17. Changing of Contractual Staff should be intimated to the I. O./Office.
18. The Contractor must employ adult labour only; employment of child labour will lead to the termination of the contract including other punitive action as deem fit.

19. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt., State Govt. relating to this contract made applicable from time to time .
20. Payments of wages to the persons deployed by the Agency/ Contractor will be made through RTGS only on or before 7th day of each month to the account of contractual worker and copy of payment sheet duly signed by authorized signatory of the Agency/ Contractor should be made available to the Indenting Officer every month before verifying the monthly bill, failing which punitive action against the contractor will be taken at the discretion of the Director, NDRI, Karnal.
21. The Agency/Contractor shall display a copy of license promptly at the work premises.
22.
 - a) Successful tenderer will have to enter into a detailed contract agreement with NDRI on non-judicial stamp paper of appropriate value
 - b) The successful bidder awarded the contract will have to submit a Performance Security equivalent @ 03% of the total annual turnover (initial value of the contract in the form of Bank Draft/TDR/FDR (pledged to ICAR-UNIT: NDRI, Bangalore) which should be valued for a period of (12+3)=15 months from the date of contract and which will be refunded to the contractor after successful completion of the contract and after discharging all the liabilities arises during the concurrency of the contract. In case the contractor fails to discharge the liabilities of the contract or if the contractor fails to complete the contract successfully, the performance security as a whole or by a proportionate part will be realized from the performance security at the discretion of the Director, NDRI, Karnal.
23. The Director, NDRI, Karnal reserves the right to reject any or all Tenders in whole or in part without assigning any reason therefore. The decision of Director, NDRI, Karnal shall be final and binding on the Contractor/ Agency in respect of clause covered under the contract.
24. In case of two or more firm quoted the equal rates, the following criteria shall be adopted for making the selection/merit:-
 - a) In order to break the tie then ISO certified firm, if any, shall be given more credit failing which:
 - b) The firm having higher financial credential i.e. turnover shall be given more weightage .
 - c) In case (a) & (b) above are still not enough to break the tie then past experience and business dealings with Govt. Institutes will be kept as criteria.

Alternatively

The Director, NDRI, Karnal has the liberty to award the contract in proportional/equal distribution among the L1 bidders, if felt necessary at the discretion of the Director.

25. The tenure of the Contract will be initially for a period of 12 months (initially for 06 months and further 06 months on satisfactory completion of 1st phase) which may increase or decrease depending upon the performance of the contractor at the discretion of the Director which is binding on the part of the Contractor.
26. Risk Clause: NDRI reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right

to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from Performance Security or pending bills or by raising a separate claim.

LIQUIDATED DAMAGES CLAUSE:

- a) Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately.
- b) Frequent change of workers will not be allowed. If the practice is observed the point of work will be treated as unattended and an amount of Rs. 500/- per point/per day will be deducted from the bill of contractor.
- c) The labour of the contractor are required to the present for the whole period of the working hours are as per requirement.
- d) Any other miscellaneous work will be carried out by the contract workers as per requirement from time to time.

The Director, National Dairy Research Institute Karnal reserves the right to reject any or all Tenders in whole or in part without assigning any reason therefore. The decision of Director, National Dairy Research Institute, Karnal shall be final and binding on the contractor/agency in respect of any clauses covered under the contract.

Asstt. Admin. Officer

Schedule – III

Details of the Minimum 3 years experience/ work done:

Sl No.	Name of the Deptt. / Organization & Name of contact person with Phone Number	Period		Amount (In Rs.)	Remarks (With Authenticated documents)
		From	To		

Authorized Signatory