

Gram: Agricomplex  
Medziphema



**ICAR RESEARCH COMPLEX FOR NEH REGION**  
(Indian Council of Agricultural Research)  
**NAGALAND CENTER,**  
**MEDZIPHEMA, NAGALAND-797106**

Phone : 247241/24725  
Fax : 0386224724



F.No.RCN/Tender/2019/23

Dated: 8<sup>th</sup> October 2021.

**NOTICE INVITING TENDER**

ICAR Nagaland Centre, Medziphema invites off-line tendering (**two-bid system**) for **Construction of Water Harvesting Structure at Longleng District of Nagaland** from the reputed Firms/ Suppliers/ Manufacturers/ Producers/Contractors/ Authorized Dealers etc.

<b>Tender NO</b>	<b>F.No.RCN/Tender/2019/23</b>
<b>Bid Submission Start Date/ time</b>	<b>08/10/2021 03:00 pm</b>
<b>Bid Submission last Date / time</b>	<b>29/10/2021 03:00 pm</b>
<b>Bid opening (Technical Bid) / Time / venue</b>	<b>30/10/2021 11:00 am</b>
<i>Tender Documents can be downloaded from <a href="http://www.icarnagaland.nic.in/">http:// www.icarnagaland.nic.in/</a> e-mail at <a href="mailto:rcn.storesection@gmail.com">rcn.storesection@gmail.com</a> for further detail</i>	
<b>Address for communication</b>	To, <b>The Head of Regional Centre ICAR Research Complex For NEH Region. Nagaland Centre, Medziphema - 797106</b>

Sd/-  
Assistant Administrative Officer.



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Dated: 8<sup>th</sup> October 2021.

*\*Before quoting for the tender, the bidder is requested to kindly go through the tender document thoroughly and abide by all the Terms and conditions given below. Non-compliances of any of the T & C shall lead to no – consideration of the Bid and no request whatever so shall not be considered under any circumstances.*

- Details of Tender form/bidding documents may be downloaded from the institute website: [www.icarnagaland.nic.in](http://www.icarnagaland.nic.in)
- Tenderers/bidders are requested to visit the website [www.icarnagaland.nic.in](http://www.icarnagaland.nic.in) regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this Website & Newspaper.

**Terms and Conditions (i):**

1. In the first page of the technical bid the Bidders have to submit an application/letter to the Head of Regional Centre in the firm letter pad refers (**Annexure V**)
2. The Tender should consist of two Bids – **The techno commercial bid (Bid ‘I’)** and the **financial bid (Bid ‘II’)**. Both the bid must be sealed separately and then put in a single envelope **The outer main cover should be super scribed as “TENDER NOTICE F.No.RCN/Tender/2019/23 Dated: 8<sup>th</sup> October 2021. for, “Construction of Water Harvesting Structure” and address with a forwarding letter quoting reference to this office Tender No. and date to “The Head of Regional Centre., ICAR Research Complex For NEH Region, Medziphema- 797106” mentioned complete address on the bottom left corner of the main cover :**
3. **All pages of the tender documents for Technical Bid must be duly Signed by the tenderer with seal, if not the tender of the firm will be rejected.**
4. The Financial Bid should only consist of the rates ad their detailed break-up etc. Non-compliance of this shall lead to non-consideration of the Bid
5. On the date of opening, only Part-I (Technical Bid) will be opened. Part-II (Financial Bid) shall be opened subsequently only of those tender, whose Technical Bid qualifies as per the laid norms of this tender.
6. All Bidders shall give an undertaking that they fully and unconditionally agree to abide by all the terms & conditions which, if needed, may be modified at the discretion of the Competent Authority, in supply order, for which confirmation from the supplier shall be taken. **Non submission of the undertaking may lead to rejection/ non consideration of the tender.(for undertaking refer Annexure- III)**
7. The Buyer shall not be responsible for payment of transit insurance charge.
8. **\*The supply/installation should be F.O.R. destination up to the respective places (Hukphang & Nyang Village of Longleng District).**
9. The Bidders should mandatory provide their full Bank Details, PAN Card copy GST copy, IFS code No., and TDS so as to ensure e-payment to them directly on satisfactory completion of the Supply/ installation with demonstration cum certificate should be submitted through the concern scientist/ In-charge and Head of Regional Centre. to whom the supply is made (which should be free of cost and must be completed before payment).

10. The Bidders should mandatorily sign on every page of the Tender Document (Technical Bid) which would show their un-conditional acceptance of all the terms and conditions of the Tender Document.
11. *\*Last date and time for receipt of all the tender is up to 29/10/2021*
12. No request or hard copy will be accepted once the last date is over.
13. Tenders shall be opened on 30th October 2021 in the Conference hall of the, ICAR Nagaland Centre.
14. *\*due to the ongoing Covid-19 situation, the bidders will not be entertained during the opening of tenders*
15. *No interest on earnest money deposit (EMD) & Security/Guarantee Performances Deposit shall be paid by the office to the tenderer.*
16. In case of any dispute, the Head of Regional Centre., ICAR Research Complex, Nagaland Centre shall act as the arbitrator and his decision shall be final and binding on the Contractor.
17. \*Legal jurisdiction for all disputes shall be within purview of the Dimapur Court.
18. The Head of Regional Centre. reserves the right to accept or reject any quotation/ tender, in part or in full without assigning any reason thereof.
19. It is not mandatory to accept the lowest rate of the tenders. The decision of the competent Authority shall be the final to select the firms/contractors.
20. If the above mentioned closing /opening day of the tender happened to be non - working date due to Bandh/Strike as any other reasons, the tender will be received & opened on the following working day at the same time except on the 2nd (second) Saturday.
21. For any query/ clarification, the undersigned may be approached through **E-mail:** [icarnagaland@gmail.com](mailto:icarnagaland@gmail.com) / [rcn.storesection@gmail.com](mailto:rcn.storesection@gmail.com)

### **Others Terms & Conditions (ii)**

1. The Bidder have to Furnish related documents like details specification, technical literature, brand name, model & make, catalogue, authorization letter, dealership certificate, Manufacturing company registration certificate, Product certificate, price list (if any) etc. Dealership certificate/Agency certificate for the Manufacturer/Manufacturing firm should be enclosed if the rate is quoted by the Dealer/Agents. Sale tax certificate, Tax clearance (up-to date), valid CST/VAT/GST registration certificate, last 2-5 years financial standing etc, along with all the commercial terms & conditions, fully attached/intact in the technical bid,
2. The Bidder has to note that, the product has to be of branded high/good super quality.
3. **\*Product Preference will be for "Made in India"**
4. *The guarantee/ warrantee should be from the date of installation, and Certificate has to be provided by the supplier.*
5. Illegible and Over writing, cutting etc. in the rates/tender documents will make the tender liable for rejection.
6. Furnishing of related documents like earlier supplied, experience, test qualifications, enrollment with any State Govt., Agency etc. (if any) has to be attached along with the tender documents.
7. *Income tax clearance (up to date), last 2-5 years financial standing/balance sheet, annual turnover etc. should be enclosed (if any).*
8. The Tenderer must have an Valid GST Registration/Pan Card which is mandatory,
9. Price quoted must be all inclusive, including packing, forwarding, Delivery charges, Labourer charges, Taxes, VAT, GST etc., as may be applicable. No rates/charges etc. over and above the quoted rates shall be considered under any circumstances.

10. The rates quoted should be up to ICAR Research Complex for NEH Region, Nagaland Centre, and Medziphema for the mentioned items /should be F.O.R. destination **\*The rates must be valid for 1 (one) year from date of approval of quotation/ award of the supply.** If the selected tenderer does not accept the offer after issue of Letter award by the institute within 10(Ten) days. The offer made shall be deemed to be withdrawn without any notice and the firm will be blacklisted for the centre.
11. *Performance guarantee/Security Deposit of 5 % ( five percent) of the quoted rate shall have to be deposited by the successful Firm immediately on the receipt of the work/Supply order, in the form of Bank Guarantee / Demand Draft/Banker Cheque valid for 1(one) years. Payable at S.B.I., Medziphema. In favour of the Head of Regional Centre., ICAR Research Complex for N.E.H. Region, Nagaland Centre, Jharnapani, Medziphema.*
12. **\*Performance guarantee/Security Deposit will be retained by the office for six months / till the coverage of warranty/ guarantee period.**
13. **The selected tenderers must complete the supply & installation within 60 (Sixty) days from the date of issue of supply order. Delay in supply within the prescribed time limit as per the supply order shall attract 2% penalty of the bill value per week and part thereof.**
14. The equipment/items that broke/damaged during the transportation have to be replaced immediately by the firm.
15. The selected firm has to supply and install the product as quoted, and if the product is found to be of fake quality then the order will stand as cancelled, and then EMD will be forfeited.
16. Installation cum demonstration has to be borne by the supplier at its own expenditure.
17. The Supplier has to provide full free servicing of the equipments during the guarantee/warranty periods.
18. **\*After successfully Supply. The bill has to be submitted in triplicate in the name of The Head of Regional Centre., ICAR Nagaland Centre along with the receipted challan dully signed by the institute receiver according to the supply order for release of payment.**
19. All expenses will be borne by the firm for sending goods to ICAR Nagaland Centre.
20. No advance payment will be entertained by any means.
21. **\*Other terms & conditions may be decided by the Competent Authority during the issue of supply order.**
22. **Technical Bid will be evaluated first and after getting approval from the competent Authority the Financial Bid will be open**

Sd/-  
Asstt. Administrative Officer

## Technical Specifications : Size of Water Harvesting Structure (35x 10 x 2.5 ) m<sup>3</sup>

Sl.No	Item Specification
1	UV Stabilized HDPE Sheet (1000 Micro)
2	Earth work with necessary design for drainage, provision of out let at base level etc.
3	<b>Surface preparation</b> : removal of and smoothing rock. Stone surface etc. soil compaction and surface levelling deploying necessary machineries like portable roller & compact rock cutter
4	Laying, welding & sealing of HDPE Sheets including sealing the sheet with necessary outlets
5	Provision of necessary pipe lines from source to pond and distributing points including required joints, fitting etc.

### Others Terms & Condition.

- a. Rate quoted must be given in the prescribed format only and must be inclusive of all taxes including GST/IGST, packing, forwarding, Delivery charges, Labourer charges, Taxes, VAT, etc., as may be applicable.
- b. Time completion for the work is allowed for 60 (sixty) days from the date of award of contract. No extension of time will be allowed unless written permission with valid reasons granted by the competent authority.
- c. The tender submitted by the contractor/firm shall remain valid for a period of 6 (six) months from the date of opening of the tender and the contractor shall be bound to take-up the allotted work at his own quoted rates, till the completion of the work. No revised rate will be paid for increasing cost of the materials, labour charges etc.
- d. Any taxes and/or other Government levies as applicable or becoming applicable later due to or under any law shall be deducted from the bill.
- e. The quotation/tender must be for the whole work and not in fragments.
- f. Payment shall be made only on the satisfactory completion of the work. No part payment/ supplementary/ enhanced/ revised bill shall be considered in any circumstances.
- g. Except where specification provided, all materials including tools/basic facilities etc. required for the execution of the work shall have to be arranged by the contractor himself at his own means and cost. No materials will be provided by the department.
- h. The construction materials, as required shall be arranged and borne by the Firm/contractor himself and the quality of ISI standard / as per estimate should be maintained strictly without fail. The required cash memo in support of the quantity and quality of materials utilized are to be submitted with the bill.**
- i. The Contractor/Firm will have to make their own arrangement for water/light and arrangement of stay for the workers etc. No labour of the contractor will be allowed to stay inside the campus/site of work.
- j. Samples of all materials to be used in the work in respect of brand, manufacture and quality shall be got approved from the estate officer/concern incharge. Sample must be produced on demand free of cost.**
- k. The contractor/firm shall be fully liable for observance of all statutory & legal dues/norms viz. EPF. ESIC, child labour act, minimum wages act etc. no child labour shall be employed on work. Payment to the labourer shall be paid as per the prevalent norms and in to compliance of the minimum wages

Act. Non compliance of any statutory or legal dues/norms shall be the sole responsibility of the Firm/contractor.

- l. The contractor/firm shall take all safety measures and precautions and wholly responsible for ensuring safety during execution of work till completion of the entire work allotted to him.
- m. For carrying out the work on Sunday/holiday or during night, proper permission should be obtained from the competent authority.
- n. The successful contractor/firm shall have to enter in to an agreement, before the start of the work allotted to him.
- o. If the contractor/firm fails to sign the formal agreement or start the work within the specified time, after award of the work, the earnest money/performance guarantee, as the case may be, shall be forfeited and the work order shall stand cancelled, and the contract will be awarded to the next firm if desire by the competent authority.
- p. **No compensation shall be paid to the contractor for any damaged caused by natural calamity during the execution of the work.**
- q. If any contractor fails to complete the work within the specified time, Liquidation Damage Clause shall be invoked and penalty @2% of the contract value per week shall be levied, subject to a maximum of 10% of the total contract value.
- r. **After satisfactory completion of the work, Bills in triplicate may be submitted to the office for arranging payment. While submitting the bills, the Contractor shall give in writing that all the statutory & legal dues/norms have been fully complied with and in case of any default, the Contractor shall be lone and sole responsible for the same. Necessary taxes will be deducted from the bill at the time of payment.**
- s. Payment will be made based on actual measurement of work.
- t. Contractor should not employ labour or staff of doubtful integrity of the State. If anti-state or anti-social elements are employed by the contractor, his tender will be cancelled and no claim whatsoever will be entertained for any loss or damages.
- u. Concrete vibrators should be used for all concrete structural members in cement concrete works. The contractor should arrange the concrete vibrators by himself and for concrete works only 'River sand' which is clean and free from dust and dirt should be used in the works.
- v. Other terms & conditions, as may be decided by the Competent Authority from time to time, depending upon the condition & requirement of the supply. The intimation in this regard, shall be provided well in advance &the bidder/supplier shall be bound by the said terms & conditions.

**Sd/  
Asst.Admin. Officer.**

## Annexure – I

### TECHNICAL BID PREPARATION

#### Check list of Bid Documents

Sl.no	Type of Bid	List of Documents To be Attached
A.	<b>Technical Bid</b> <i>(All pages of the tender documents for Technical Bid must be duly Signed by the tenderer with seal)</i>	1. Cover letter on official letter head duly signed by the tendered along with seal.
		2. Contact No. / e-mail ID mandatory
		3. Firms / Trade License registration no
		4. Service Tax Registration no
		5. Open tender notice (duly signed on each page by the tenderer)
		6. Profile and Track record of the company/Firms
		7. Income tax clearance up to date.
		8. <b>Details of the product along with brand name, Model &amp; make, catalogue etc.</b> Authorization letter, dealership certificate, Manufacturing company registration certificate, Product certificate, price list (if any) etc is mandatory. Dealership certificate/Agency certificate for the Manufacturer/Manufacturing firm.
		9. Valid GST registration certificate.
		10. Photo copy of pan card
		11. Last 2-5 yrs experience
		12. Bank A/c detail (Name, Account No, Bank
		13. Branch, IFSC code and MICR code etc.)
		14. Undertaking and declaration (Format given in annexure III) on official letter head duly signed by the tenderer along with seal.
		15. Other credentials (if any).
		16. Refers terms & Conditions for other details

**Note :** The bidders have to submit all the documents before 29/10/2021, and the hard copies of the Tenders have to be deposited in the tender box of ICAR Nagaland Centre, Medziphema as on before the last date.

## Annexure – II

**Name of the Bidder :**

**Tender No : F.No.RCN/Tender/2019/23**

### FINANCIAL BIDS

Sl.No	Item Specification	
1	UV Stablized HDPE Sheet (1000 Micro)	/Sq.m
2	Earth work with necessary design for drainage, provision of out let at base level etc.	/Sq.m
3	<b>Surface preparation</b> : removal of and smoothing rock. Stone surface etc. soil compaction and surface levelling deploying necessary machineries like portable roller & compact rock cutter	/sq.m
4	Laying, welding & sealing of HDPE Sheets including sealing the sheet with necessary outlets	/sq.m
5	Provision of necessary pipe lines from source to pond and distributing points including required joints, fitting etc.	/mtr.

The Financial Bid quoted must be inclusive of all taxes SGST/IGST, transportation, and up to destination

The financial bid has to be put in a single sealed enveloped along with the technical bid.

Refers terms & Condition



## Annexure - III

(Tender will be rejected if undertaking is not submitted)

### UNDERTAKING ----- (to be submitted in Agency/firm's letter pad)

I/We have read and understood the ICAR Nagaland Centre, General Terms and Conditions contained in the application form. I/We do hereby declare that all the details provided in this application form are true to the best of my/our knowledge and belief and any mis-representation of facts will render me/us liable to any action as may be deemed fit by ICAR Nagaland Centre..

I/We do hereby also accept ICAR Nagaland Centre have the right to accept or reject this application and not to issue invitation to Tender to me/us.

I/We undertake to communicate promptly to ICAR Nagaland Centre for any changes in the condition or working of the firm. It is certified that we have not been blacklisted by any organization of Government of India including Central Vigilance Commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize ICAR Nagaland Centre to approach individuals, employees, firms and corporations to verify our competence and general reputation.

**Name of the Contractor:**

**Signature with Contractor seal** \_\_\_\_\_

**Address :**

**Registration No :**

**Contact No :**

Place: .....

Date: .....

*\*Note that undertaking is compulsory & mandatory. Tender will be rejected if undertaking is not submitted.*

## **Annexure – V**

(Covering letter For eg.)

**To,**

**HEAD OF REGIONAL CENTRE**  
ICAR Research Complex For NEH Region  
Nagaland Centre, Medziphema-79716.

**Sub : Participating for tender on “Construction of Water Harvesting ”**

**Dear Sir,**

I am herewith submitting my participation for tender on “Construction of Water harvesting Structure” at ICAR Nagaland Centre, and the details list of documents submitted/attached for reference are as cited below.

This is for your kind information please.

Thanking you.

Yours faithfully

(XYZ)

Firm Seal with designation.

### **List of Documents attached.**

1. xyz.
- 2... Xyz etc