



भा.कृ.अनु.प.—राष्ट्रीय लीची अनुसंधान केन्द्र

ICAR-NATIONAL RESEARCH CENTRE ON LITCHI

An ISO 9001:2008 Certified Institute

(भारतीय कृषि अनुसंधान परिषद, कृषि मंत्रालय)

(Indian Council of Agricultural Research, Ministry of Agriculture)

मुशहरी प्रक्षेत्र, मुशहरी, मुजफ्फरपुर-842002 (बिहार) भारत

Mushahari Farm, Mushahari, Muzaffarpur - 842002 (Bihar) India



Ph: 0621-2289475, 2281162

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F. No. 12-1(59)/P&S/2012-13/Hiring of Engineer

Dated: 10.10.2018

Notice inviting Tender No.-(NRCL-6/2018/Hiring of Engineer)

[Tender Notice for Hiring of Services of Civil Engineer/Architect for preparation of structure, Design, estimation and measurement of Civil and Electrical work at ICAR-NRCL, Muzaffarpur]

On behalf of secretary, ICAR, New Delhi, **Director, ICAR-National Research Centre on Litchi, Muzaffarpur (Bihar)** a constitution Unit of Indian Council of Agricultural Research, Ministry of Agriculture, Government of India invites Online Bids from interested Engineers Firm/Contractors for hiring of services of architect/civil engineer for preparation of structure, design, estimation and measurement of civil and electrical work at ICAR-NRC on litchi, Muzaffarpur under Annual Rate Contract (for a period of one year and the contract can be extended further period or two years at a time subject to mutual consent/agreement on the same terms and conditions).

1.	NIT Number	NRCL-06/2018/Hiring of Engineer
2.	Tender Fee	Rs. 500/-
3.	EMD Deposit	Rs. 10000/-
4.	Performance Security	Rs. 10000/-

1. The tender form and other details are available on NRCL's website www.nrclitchi.org & CPPP. The interested registered Engineers Firm/Contractor of repute may download the tender document from above websites and upload the same after completing in all respect in the e-procure.gov.in portal as per guidelines mentioned in the portal by or before the due date & time. Tenders are to be submitted only online through e-procurement portal <http://eprocure.gov.in/eprocure/app>.
2. All the documents in support of eligibility criteria etc. are also to be scanned and uploaded along with the Tender documents. Tenders sent by any other mode will not be accepted.
3. Any changes/modifications in the tender inquiry will be intimated by corrigendum through www.eprocure.gov.in and www.nrclitchi.org only.

4. In case, any holiday is declared by the Government on the day opening the tenders will be opened on the next working day at the same time. The centre reserves the right to accept or reject any or all the tenders.
5. Tender fee and Bid Security (Earnest Money Deposit): The interested firms and required to submit (in original) Tender Fee and Bid Security (EMD) in the form of Demand Draft/Pay Order from any commercial Bank in an acceptable form in favour of “**ICAR Unit-NRCL, SBI Mushahari, Muzaffarpur**” **on or before last date/time of bid submission.**
Bids shall not be considered in case the Tender fee and Earnest money are not submitted before the closing date of tender. The bid security (EMD) will not bear any interest and the bid security (EMD) of unsuccessful tenderer would be refunded without any interest after finalization of the tender.
6. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts placed by the ICAR-NRC on Litchi and the special terms and conditions detailed in the tender forms and its schedules. Please submit your rates in the tender form if you are in a position to furnish the requisite services in accordance with the requirement stated in the attached schedules.

Administrative Officer

General terms & Conditions

Scope of Work :-

1. The architect/civil engineer shall provide services in respect of the following works:-
 - a. Site evaluation and analysis.
 - b. architectural work and site development
 - c. Structural engineering work (Civil)
 - d. Sanitary, plumbing, drainage, water supply and sewage work (planning)
 - e. Landscape work.
 - f. interior designing.
 - g. Preparing Bill of quantities (BOQ) Maintaining Measurement Book (MB)
 - h. Supervision of work
 - j Other incidental work required for smooth completion of work.

2. Schedule of services:-

The architect/civil engineer shall after taking instructions from client, render the following services: “Visit the site of work and prepare preliminary and final estimate and submit to this office along with structural design/drawings as per our requirement within budgetary limit”

3. The following documents are required to be uploaded along with the tenders form which are the terms and conditions of the tender’s document:-
 - a) Bachelor in Civil Engineering/Architect or equivalent from govt. recognized university.
 - b) Registration in the council of Architecture/Engineering/other equivalent Govt. Agency.
 - c) The Firm, should have minimum Experience of five years in the field of providing such services in Central Govt. establishments/autonomous bodies of Govt. of India Corporations of Govt. of India/reputed public organizations. Bidder must provide the details in the enclosed tabular form.
 - d) Income Tax Clearance certificate for the last financial year.
 - e) Successful Tenderer will have to enter into a detailed contract agreement with ICAR-NRCL on non-judicial stamp paper of Rs. 100/- (Rupees one hundred only) for the said work.
- 4) The tender is being invited in two bid systems wherein technical and financial bids are to be submitted separately through online mode only on CPP Portal.

Others Terms & Conditions:-

1. The agreement is terminable with one month notice on either side.
2. The architect/engineer is not allowed to sub-let the contract. In case of sub-letting the contract, the contract or architect/engineer will be terminated.
3. The rates to be quoted should include cost of each and every item including all taxes (including Service tax, Income Tax or any other applicable Taxes) etc. The Institute shall not bear any extra charge (over & above the amount payable on the basis of the quoted rates) on any account whatsoever i.e. EPF contribution, Uniform, Liveries, OTA etc.
4. Income Tax will be deducted from the payments as per norms.
5. The Director of the Institute reserves the right to reject any or all Tenders in whole or in Part without assigning any reasons therefore. The decision of Director of the Institute shall be final and binding to all parties on the contractor/agency in respect of any clause covered under the contract.

Annexure-I

Details of the Minimum 05 Years' experience/work done:

Sl. No.	Name of the Deptt./Organization & Name of contact Person with Ph. No.	Period		Remarks
		From	To	

* The proof of work experience is to be attached along with the bid.

(Authorized Signatory)

Annexure-II

Tenders for Hiring of Services of Architect/Civil Engineer for Preparation of Structure Design and Estimates of civil and Electrical works at ICAR-NRCL, Muzaffarpur

Full Name & address of the tenderer	
Telephone No.	
Telegraphic address/Fax/Cellular No.	
Email Address	

To,
The Director,
ICAR-NRCL, Mushahari,
Muzaffarpur-842002

I/we have read and understood all the particulars regarding the general information and other terms and conditions of the Biennial Rate Contract for hiring of Services of Architect/Civil Engineer for Preparation of Structure Design and Estimates of Civil and electrical Works AT ICAR-NRCL, Muzaffarpur for a period of two years at ICAR-NRCL, Muzaffarpur and agree to provide the best services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in this Tender and I/we agree to hold this offer open till 180 days. The rates quoted will be valid for a period of two years in the event of award of the Contract, as per the terms of the Contract. I/we shall be bound by a communication of acceptance dispatched within the prescribed time.

1. That I am proprietor/Managing partner/Managing Director/President of M/s _____ which is in the business of _____
2. I/We have understood these terms and conditions for the contract and shall provide the best services, strictly in accordance with these requirement.
3. The following Additional pages have been added to form a part of this tender, bearing Page Nos.: _____:
4. Every page so attached with this Tender bears my signature and the office seal.
5. Pay order/DD No. _____ of Rs. _____ drawn in favour of "ICAR unit: NRCL, Muzaffarpur" is enclosed as earnest money required.
6. That the firm/individual has not been blacklisted by any State or Central Ministry/Department or Government Organization.

Yours faithfully,

Dated:

Signature & Seal of the Tenderer

Witness _____

Office Address _____

Occupation _____

Contract No _____

Signature of witness to contractor's signature

Address:

Name & Designation of witness

Annexure-III

Sl. No.	Particulars to be filled in by the bidder/tenderer	
	Part-I	
1.	Name of the firm/Agency/Individual	
2.	Full address with Telephone No. and Post Box No., if any	
3.	Name and full Address of your Bank	
4.	Name of the Bank Branch	
5.	Bank Account No.	
6.	IFSC Code	
7.	Your Permanent Account Number (PAN) Income Tax No./Circle/Ward	
8.	Any other relevant information	
Part-II		
9.	Earnest Money Deposited	Yes/No
Part-III		
10.	Name and Address of the Firm's representative and whether the firm would be present at the opening of the Tenders.	

Date: _____

Place: _____

Authorized Signatory

Please add supplementary pages to be numbered wherever needed by the Tenderer.

Financial Bid

(This financial bid to be enclosed in a separate envelop with seal)

Tender Ref: No.: NRCL-15/2017/Hiring of Engineer

To
Director,
ICAR-National Research Centre on Litchi,
Mushahari Farm, Mushahari,
Muzaffarpur-842002

Sir,

I/we wish to submit our tenders for Biennial rate contract for hiring of services of architect/civil engineer for preparation of structure design and estimates of civil and electrical works at ICAR-NRCL, Muzaffarpur on the following rates:-

Sl. No.	Schedule & Service	Charges (% of estimated Cost)
1.	Site selection, architectural design, preparation of drawing and estimate	
2.	Supervision of work	
3.	Measurement of work	

I/we agree to forfeiture 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.

*The rates quoted as above are inclusive of service tax, income tax or any other applicable taxes.

**Payment will be made after completion of work against each category as mentioned above subject to satisfaction of indentor and approval of the Director, ICAR-NRCL.

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

***In event of two bidders having same final rates, the bidder having ore experience will be given preference.

Signature _____
Name & Address of the Firm _____
Telephone/Mobile No. _____
Email Id _____

Draft Specimen Agreement

This agreement is made at ICAR-NRCL, Muzaffarpur on _____ day of _____ (month/year) between ICAR-National Research Centre on Litchi, Mushahari Farm, Mushahari, Muzaffarpur (hereinafter called ICAR-NRCL, Muzaffarpur) through Director, which term shall include its successors, assignees etc. on the first part and _____ (name & address of the firm), _____ (hereinafter called the firm) which term shall include its authorized representatives, successor, assignees etc. on the other part.

Whereas the ICAR-NRCL, Muzaffarpur has decided to assign the hiring of services of architect/civil engineer for preparation of structure design and estimates of civil and electrical works at ICAR-NRCL, Muzaffarpur of tender ICAR-NRCL, Muzaffarpur to the firm/individual on the terms and conditions hereinafter contained.

NOW IT IS HEREBY AGREED by and between the parties hereto as follows:

1. This agreement shall come into force w.e.f. _____ (date) and will remain in force for a period for two years but can be terminated by ICAR-NRCL, Muzaffarpur by giving one calendar month's notice in writing of its intentions to terminate the Agreement. The Agreement can be renewed, on mutually agreed terms.

1. The Director, ICAR-NRCL, Muzaffarpur reserves the right to reject any or all quotations in whole or in part without assigning any reason therefore. The decision of Director, ICAR-NRCL, Muzaffarpur shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.
2. The agreement is terminable with one month notice on either side.
3. The contractor shall not sublet the work without prior written permission of the Institute. In case the contractor intends to sublet the work to some sub-contractor, the contractor must furnish prior information to this effect, in its bid itself; in that case, the sub-contractor, too, must fulfill all the requirements to be fulfilled by the contractor as per the terms and conditions of this contract.
4. The rates to be quoted should include cost of each and every item including all taxes (including Service Tax, Income Tax or any other applicable taxes) etc. The Institute shall not bear any extra charge (over & above the amount payable on the basis of the quoted rates) on any account whatsoever i.e. EPF contribution, Uniform, Liveries, OTA etc.
5. Income tax will be deducted from the payments due for the work done as per rule.
6. In case of dispute between the parties, the matter shall be referred to the sole Arbitrator appointed by the ICAR-NRCL, Muzaffarpur. The decision of the sole arbitrator shall be final and binding in any respect of any dispute between the parties.

7. That in case the firm fails to perform any of the terms and conditions of this agreement or commits any breach of the contract, the ICAR-NRCL, Muzaffarpur may cancel the contract.
8. The contract is subject to the conditions that the firm shall comply with all the laws and byelaws of Central Govt./State Govt. as applicable relating to this contract.
9. In case of any loss or damage to the property of the Institute, which is attributable to the firm/individual, the full damages will be recovered from the firm/individual.
10. The firm/individual shall not transfer its right or sub-contract to anyone else.
11. The Firm/individual shall devote its full attention in service to ensure highest quality in all aspects and discharge its obligations under the contract with trust, diligence and honesty.
12. The terms and conditions as stipulated in the tender documents and enclosed herewith, shall be part of the agreement.

The decision of Director, ICAR-NRCL, Muzaffarpur shall be final and binding on the contractor/agency in respect of any clause covered under the contract any matter incidental to the contract.

IN WITNESS whereof the parties have executed those present on the day, month and year as mentioned above.

Signatory of the Firm

Director, ICAR-NRCL, Muzaffarpur

(Name & Address of the firm)

(for the Institute)

Contractor's Witnesses:

Institute's Witnesses:

1.

1.

2.

2.

FINANCIAL BID

(This financial bid to be enclosed in a separate envelop with seal)

Tender Ref No: NRCL-15/2017/Hiring of Engineer

To
Director,
ICAR-National Research Centre on Litchi,
Mushahari Farm, Mushahari,
Muzaffarpur-842002

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Sl. No.	Schedule & Services	Charges (% of estimated Cost)
1.	Site selection, architectural design, preparation of drawing and estimate	
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3.	Measurement of work	

I/we agree to forfeiture 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.

*The rates quoted as above are inclusive of service tax, income tax or any other applicable taxes.

**Payment will be made after completion of work against each category as mentioned above subject to satisfaction of indentor and approval of the Director, ICAR-NRCL.

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

***In event of two bidders having same final rates, the bidder having more experience will be given preference.

Signature _____
Name & Address of the Firm _____
Telephone No. _____
Telephone/Mobile No. _____
Email ID _____



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(भारतीय कृषि अनुसंधान परिषद, कृषि मंत्रालय)

(Indian Council of Agricultural Research, Ministry of Agriculture)

मुशहरी प्रक्षेत्र, मुशहरी, मुजफ्फरपुर—842002 (बिहार) भारत

Mushahari Farm, Mushahari, Muzaffarpur - 842002 (Bihar) India



Ph: 0621-2289475, 2281162

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F. No. 12-1(59)/P&S/2018-19/Hiring of Engineer

Dated: 10.10.2018

Additional information

ICAR-National Research Centre Institute is a premier Institute comes under Indian Council of Agricultural Research, Department of Agricultural Research and Education, Ministry of Agriculture & Farmers Welfare, New Delhi. To develop various infrastructure, the Institute has to develop preliminary estimate, drawing etc. of minor works costing Rs. 1.0 Lakh to 5.0 Lakh (Development of paths, construction of small size huts, poly house, repairing of poly house, toilets, stores room etc.), verification of works certification of bill, measurement book etc. for passing of bill to Audit & Accounts Section for payment. These works are incidental and required as and when their need arises and prioritized as per fund availability. The activities are to be undertaken varies from year to year.

Some queries have been raised by prospective bidders whose reply is an below:

Sl. No	Queries	Reply
1.	Exemption for payment of EMD for MSEs registered firm as per MSME Act & Issue of tender sets free of cost as per MSME Act	Exemption is allowed on productions/submission of valid exemption certificate issued by NSIC or any other agency.
2.	Estimated Consultancy Fee or Tender Value	The consultancy fee will be as per the rates quoted by the firm. The tender value can vary as per actual requirement of work based on expenditure on minor work of previous year.
3.	Total construction cost of project or built up area	At this stage this information is difficult to provide as it can be given only at a later stage as per actual works requirement.
4.	Schedule of payment consultancy services as per council of Architecture, India	Schedule of payment will be as per the financial bid i.e. after satisfactory completion of each service.
5.	Scale of charges for consultancy services as per council of Architecture, India	Scale of charges will be as per the tender documents and rates filled by the agencies in the financial bid.

(Abhishek Yadav)
Administrative Officer