



भारतीय कृषि अनुसंधान परिषद,  
उत्तरपूर्वी पर्वतीय क्षेत्र अनुसंधान परिसर  
उमियम, मेघालय - 793 103  
INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
ICAR Research Complex for NEH Region  
Umiam, Meghalaya - 793 103



No.ICARNEH(HQ-S)09/2022

Dated Umiam, the 15<sup>th</sup> June' 2022

**NOTICE INVITING TENDER**

Sealed bids are invited for supply/purchase of **Farm Yard Manure (Cowdung)** from the reputed registered Cooperative Society/ Growers/ Farmers body/ Government organizations/ Individuals/ Dairy Farmers/Supplier etc. by ICAR Research Complex for NEH Region, Umiam, Meghalaya.

The critical date sheet of the tender is given below: -

- |   |                                      |
|---|--------------------------------------|
| A. Open Tender Notice   | : No.ICARNEH(HQ-S)Cowdung/139/2020   |
| B. Tender Date  | : 15/06/2022                         |
| C. Last date of receipt of Tenders  | : <b>06/07/2022 (up to 12:30 PM)</b> |
| D. Date of opening of Tenders   | : <b>06/07/2022 at 02:30 PM</b>      |
| E. The Tender document can be downloaded from Central Public Procurement Portal or  |                                      |
| <a href="http://www.icarnehadmin.org/www.icarneh.ernet.in/www.kiran.nic.in/www.icar.org.in">http://www.icarnehadmin.org/www.icarneh.ernet.in/www.kiran.nic.in/www.icar.org.in</a> |                                      |

**Note: If the above-mentioned date(s) is/are happened to be a holiday or non - working day, the tenders shall deem to remain open for acceptance till next working day except on the 2<sup>nd</sup> (second) Saturday.**

(P. K. Deb)  
Asstt. Administrative Officer (S)



भारतीय कृषि अनुसंधान परिषद,  
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INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
ICAR Research Complex for NEH Region  
Umiam, Meghalaya - 793 103



No.ICARNEH(HQ-S)09/2022

Dated Umiam, the 15<sup>th</sup> June' 2022

**OPEN TENDER**

Sealed bids are invited for supply/purchase of **Farm Yard Manure (Cowdung)** from the reputed registered Cooperative Society/ Growers/ Farmers body/ Government organizations/ Individuals/ Dairy Farmers/Supplier etc. by ICAR Research Complex for N.E.H. Region Umroi Road, Umiam, Meghalaya. The details of the Item (**Appendix - I**), terms & conditions, etc., are given below: -

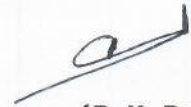
**Terms & Conditions of the Tender**

1. The envelope containing the quotation should be super-scribed as "**Tender No.ICARNEH(HQ-S)09/2022 dated the 15<sup>th</sup> June' 2022 FOR SUPPLY/PURCHASE OF FARM YARD MANURE (COWDUNG) AT I.C.A.R. RESEARCH COMPLEX FOR NEH REGION UMIAM, MEGHALAYA -793 103**".The bid should be addressed **with a forwarding letter quotation refer to this office tender No. and date** to the Director, ICAR Research Complex for NEH Region Umroi Road, Umiam -793 103, Meghalaya, and should reach to the office on or before **06<sup>th</sup> July' 2022 upto 12:30 P.M.**, tenders received after the due date and time shall not be considered under any circumstances.
2. **Technical Details should be mandatory kept in the Technical Bid only.** Quotation should be in the form of two bids viz **(A). Technical Bid (Bid - I)** consisting of all technical details alongwith commercial terms & conditions and **(B). Financial Bid (Bid - II)** indicating item wise price for the item mention in the technical bid. **Both these bids should mandatory be kept in two separate envelopes.** Financial bids of technically acceptable offers would be considered for further evaluation and analysis. **These two envelopes should be kept in a single envelope (Main cover) and submitted to the office.** "Failure to comply these instructions shall lead to non-consideration of the bid". All tenders should be put in the tender box, kept in the Office Chamber of A.A.O (Store) of the ICAR Research Complex for NEH Region Umiam, Meghalaya 793 103 not later than **12:30 P.M. on the 06<sup>th</sup> July' 2022.**
3. **The Technical Bid should consist of all the Technical details like taxes as applicable/GST Registration, Bank details, PAN Card, Labour License, SC/ST certificate etc. Work Experience, last 2-3 years financial standing etc. along with all the commercial terms and conditions.** Financial bids of technically acceptable offers would only be considered for further evaluation and analysis.
4. The rates quoted should be upto ICAR Research Complex for NEH Region Umiam, Meghalaya (Division/Section/Fields/Farms), for the mentioned items. The rates must be valid for at least **01 (one) year** from the date of acceptance of the quotation.
  - a) The supply should be made during office hours only in presence of the Technical staff/representative of the Division and challan should be handed over for every part of supply. The supply must be made within the stipulated time/period as mention in supply/work order, failing in which the order shall stand automatically cancelled. In case of delay in supply, penalty will be imposed @**2%** per week, subject to a maximum of 10% of the FOB value.
  - b) **The supply should be made F.O.R. destination to all our Division/Section located in Shillong/Umiam including/loading & un - loading charges etc.**
5. Price quoted must be given per truck of "**300 cft. (truck size 15'x2.5'x8')**" and must be all inclusive, including loading/unloading, taxes & other charges etc. as may be applicable.
6. The bidder must submit the bid security declaration as per the format(**Appendix - II**).



7. **The successful Bidder, upon receipt of the Award for supply, shall have to enter into an Agreement with the Institute. He shall also have to deposit a sum of Rs. 45,000/- (Rupees Forty five thousand) only as performance security in the form of Demand Draft/Bank guarantee, valid for atleast 1 (one) year, drawn in favour of the Director, ICAR Research Complex for NEH. Region, Umiam, Meghalaya payable at SBI, ICAR Complex Branch, Umiam as a Performance Guarantee.**
8. In case, if the successful bidders failed to supply the items within the stipulated time/period, the Security Money/Performance Guarantee deposited shall straightaway be forfeited and no correspondence in this regard shall be entertained in future.
9. **No enhanced rate at the time of supply of the items will be entertained.**
10. Payment shall be made only on the completion of the supply in good quality as per verified weight/measurement.
11. **The Director of the Institute reserve full right to accept or reject any tender in part or full without assigning any reason whatsoever.**
12. **The bidders should mandatory sign on every page of the Tender Notice, which would show their unconditional acceptance of all the terms and conditions of the Tender Document.** All bidders shall give an undertaking that they fully and unconditionally agree to abide by all the terms and 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.
13. **KHADC license.**
  - I. **The Firm/Agency run by the Non-tribal contractor's /firms/companies/ suppliers/ stockiest/ banded warehouse/Private carriage contractors/Co-operative Societies etc. should produce Trading License issued by the KHADC (Govt. of Meghalaya) and may be kept in the Technical Bid (Bid - I).**
  - II. **Submission of tender paper does not fall under trade as per the above said act. However, if a Non-tribal becomes a successful bidder he has to furnish License issued by the KHADC (Govt. of Meghalaya) before any work involving trade is issued to him.**

*Further those firm/agencies opting for clause II above are requested to submit an undertaking mandatorily to this effect along with the technical bids as a certification about their capability of submission of the trade license when ask for, failing which the tender are liable to be rejected/not to be considered at any circumstances. (If not applicable submit the relevant document).*
14. Tender shall be opened on **06<sup>th</sup> July' 2022 at 02:30 PM** at ICAR Research Complex for NEH Region Umroi Road, Umiam, Meghalaya. Interested bidders may attend the opening.
15. The bidders should mandatory provide their full Bank details, for ensuring e-payment to their A/Cs electronically.
16. Other terms & conditions as may be decided by this office, to ensure observance of all statutory/legal norms, as well as optional utilization of Government funds.
17. All legal disputes arising out of this tender/contract shall be within the purview of Gauhati High Court, Shillong Bench only.
18. 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 2<sup>nd</sup> (second) Saturday.
19. For any query/clarification, the undersigned may be approached at:  
E - Mail: storesection@yahoo.in



(P. K. Deb)  
Asstt. Administrative Officer (S)


**(Appendix - I)**

No.ICARNEH(HQ-S)09/2022

**Farm Yard Manure (cow dung), ICAR (RC) for NEH Region, Umiam**

Sl.No.	Item/ Specification	Rate Per Truck of (300cft)
01.	Supply of F.Y.M (Cowdung)	

*Note: Price quoted must be given per truck of "300 cft. (truck size 15'x2.5'x8')" and must be all inclusive, including loading/unloading, taxes & other charges etc. as may be applicable.*



**(P. K. Deb)**  
**Asstt. Administrative Officer (S)**

**Appendix – II**

**FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD**

(On Bidders Letter head)

I / We, the authorized signatory of M/s ..... , participating in the subject tender No . ..... for the item/job of ....., do hereby declare: (i) That I/we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender. (ii) That in the event we withdraw/modify our bid during the period of validity Or I/we fail to execute formal contract agreement within the given timeline OR I/we fail to submit a Performance Security within the given timeline Or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of EMD and I/we will be suspended from being eligible for bidding/award of all future contract(s) of ICAR Research Complex for NEH Region, Umiam-793103, Meghalaya for a period of one year from the date of committing such breach.

**Signature and Seal of Authorised Signatory of bidder**

**Name of Authorized Signatory .....**

**Company Name .....**



**Appendix - III**

IN THE FIRM LETTER HEAD

Name of the Firm \_\_\_\_\_

Registered/Postal Address \_\_\_\_\_

1.	Permanent Account Number (PAN)	
2.	Service Tax Registration No., if applicable	
3.	Bank Details	
(i)	Bank Name	
(ii)	Branch Address	
(iii)	Account Number	
(iv)	Account Number	
(v)	Type of Account: (Current/Saving)	
(vi)	MICR No.	
(vii)	RTGS/NEFT code	

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature

**Appendix – IV**

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

I/We have read and understood ICAR-Research Complex for NEH Region, Umiam, Meghalaya 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 misrepresentation of facts will render me/us liable to any action as may be deemed fit by ICAR-Research Complex for NEH Region, Umiam, Meghalaya.

I/We do hereby also accept ICAR-Research Complex for NEH Region, Umiam, Meghalaya have the right to accept or reject this application and not to issue the invitation to tender me/us.

I/We undertake to communicate promptly to ICAR-Research Complex for NEH Region, Umiam, Meghalaya any change 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 the Central Vigilance Commission (CVC) in the last three years. The undersigned is fully authorized, he/she represent. I/We authorized ICAR to approach individuals, employees, firms and corporations to verify our competent and general reputation.

Signature.....

Name:.....

Designation:.....

Address:.....

Place:.....

Date:.....

Appendix – V

TENDER ACCEPTANCE LETTER  
(To be given on Company Letter Head)

Date:.....

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sub: Acceptance of Terms & Conditions of Tender.**

Tender Reference No. \_\_\_\_\_

Name of Tender/Work: \_\_\_\_\_

Dear Sir,

4. I/ We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/work' from the web site(s) namely:

\_\_\_\_\_  
\_\_\_\_\_

As per your advertisement, given in the above-mentioned website(s).

5. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_ to \_\_\_\_ (including all documents lime annexure(s), schedule(s), etc...) which form part of the contract agreement and I/We shall abide hereby the terms/conditions/clauses contained therein.
6. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance letter.
7. I/we hereby unconditionally accept the tender conditions of above mentioned tender documents/corrigendum(s) in its totality/entirely.
8. I/we do hereby declare that our Firm has not been black-listed/debarred by any Govt. Department/Public sector undertaking.
9. I/we certify that all information furnished by our Firm is true & correct and, in the event, that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject that bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)



**Appendix – VI**

**UNDERTAKING FOR KHADC LICENSE**

(To be given on Company Letter Head)

To,

The Director,

ICAR, Research complex for NEH Region,

Umiam, Meghalaya.

Sub: Undertaking for submission of KHADC license Tender Reference No. \_\_\_\_\_

Name of Tender/Work:

  
\_\_\_\_\_

Dear Sir,

I/We hereby undertake to mandatorily submit the trade license (KHADC license) issued by the Government of Meghalaya, if I/we become a successful bidder when failing which the tender is liable to be rejected/not to be considered under any circumstances. (If not applicable submit the relevant document).

Yours Faithfully,

(Signature of the Bidder, with Official Seal)