



भाकृअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान  
कासरगोड, केरल - 671 124 भारत  
ICAR - Central Plantation Crops Research Institute  
Kasaragod - 671 124, Kerala, India  
(An ISO 9001:2008 Certified Institution)



Phone (Off) : 04994 - 232333  
Fax : 04994 - 232322  
EPABX : 04994 - 232893 - 95  
04994 - 232090  
04994 - 232996



E-mail :director.cpcrri@icar.gov.in  
directorcpcrri@gmail.com  
chowdappa.p@icar.gov.in  
Website : http://www.cpcrri.gov.in

Tender No: F.No.40(2)36/2017 (Exhibition Stall)

Dated 13.12.2017

**Short Term Tender notice Through E-Procurement**

**ICAR-CPCRI Kasaragod invites ONLINE bids for erecting Exhibition Stall for Kisan Mela on  
05.01.2018 to 10-01-2018 at ICAR-CPCRI Kasaragod**

Prospective Bidders may download the Tender Document from [www.cpcrri.gov.in/](http://www.cpcrri.gov.in/)  
[www.eprocure.gov.in](http://www.eprocure.gov.in). Bidders are advised to go through instructions provided at 'Instructions for online  
Bid Submission' and submit duly filled bids online on the website [www.eprocure.gov.in](http://www.eprocure.gov.in) as per the schedule  
given in the Tender Document; along with a **Tender document fee of Rs. 200/- (non refundable) & EMD**  
**may be remitted as per Annexure-VII, by Demand Draft in favour of ICAR Unit, CPCRI payable at**  
**Kasaragod**

**DIRECTOR**

## CRITICAL DATE SHEET

<b>Tender No.</b>	<b>F.No.40(2)/36/2017-Estate</b>
<b>Name of the Institute</b>	<b>ICAR-Central Plantation Crops Research Institute, Kasaragod</b>
<b>Place of Work</b>	<b>ICAR-Central Plantation Crops Research Institute, Kasaragod</b>
<b>Date and time for issue/publishing</b>	<b>5.00 P.M. on 13.12.2017</b>
<b>Document download/Sale start date and time</b>	<b>10.00 A.M. on 14.12.2017</b>
<b>Bid submission end date and time</b>	<b>03.30 PM on 20.12.2017</b>
<b>Date and time for opening of technical bids</b>	<b>03.30 PM on 21.12.2017</b>
<b>Place of opening of bids</b>	<b>ICAR-Central Plantation Crops Research Institute, Kasaragod</b>
<b>Cost of Tender Form</b>	<b>Rs.200/- (Rupees two hundred only)</b>

### **NOTE:**

1. The Director, ICAR-CPCRI, Kasaragod may at his/her discretion, extend this date by a fortnight and such extension shall be binding on Tenderers.
2. If the date up to which the Tenders is open for acceptance is declared to be a holiday the Tenders shall be deemed to remain open for acceptance till the next working day.

### **Instruction 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: [www.eprocure.gov.in](http://www.eprocure.gov.in).

### **REGISTRATION:**

Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (url: <https://eprocure.gov.in/eprocure/app>) by clicking on the link 'Click here to Enroll'. Enrolment on the CPP Portal is free of charge.

As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.

Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others, which may lead to misuse.

Bidder then logs into the site through the secured login by entering their user ID / password and the password of the DSC / e Token.

#### **SEARCHING FOR TENDER DOCUMENTS:**

There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.

Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / E-mail in case there is any corrigendum issued to the tender document.

The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

#### **PREPARATION OF BIDS:**

Bidder should take into account any corrigendum published on the tender document before submitting their bids.

Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100dpi with black and white option.

To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use 'My Space' area available to them to upload such documents. These documents may be directly submitted from the 'My Space' area while submitting a bid, and need not be uploaded repeatedly. This will lead to a reduction in the time required for bid submission process.

#### **SUBMISSION OF BIDS:**

Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

Bidder has to select the payment option as 'offline' to pay the tender fee / EMD as applicable and enter details of the instrument(s).

#### **Financial bids to be submitted in XLS format.**

The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission,

All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bid encryption technology. Data storage encryption of sensitive fields is done.

The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

**ASSISTANCE TO BIDDERS:**

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the Tender.

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24\*7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

**GENERAL INSTRUCTIONS TO THE BIDDERS:**

The tenders will be received online through portal <https://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.

Possession of Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/ e-Token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link 'Information about DSC'. Tenderers are advised to follow the instructions provided in the 'Instructions to the Tenderers for the e- Submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>.

## **Annexure I: INVITATION FOR BIDS (IFB)**

ICAR-Central Plantation Crops Research Institute, Kasaragod Kerala is the premier Research Institution with the mandate of conducting research on Plantations Crops in the country and functioning under the administrative control of Indian Council for Agricultural Research, Ministry of Agriculture & Farmers Welfare, Government of India. ICAR-CPCRI invites '**ONLINE**' bids for **erecting Exhibition Stall for Kisan Mela on 05.01.2018 to 10-01-2018 at ICAR-CPCRI, Kasaragod.**

1. Contact information: ICAR-Central Plantation Crops Research Institute, Kudlu PO, Kasaragod-671124, Kerala India, Tel No.: EPABX: 0091- 4994 232893-95 E-mail: [director.cpcri@icar.gov.in](mailto:director.cpcri@icar.gov.in), [directorcpcri@gmail.com](mailto:directorcpcri@gmail.com)
2. Double bid System – Online submission through <https://www.eprocure.gov.in/eprocure/app> : The Double bid system will be followed for this tender. In this system, bidder must submit their offer online in separate envelopes/packets as explained below:  
**Online - Envelope No. 1: "Technical Bid" shall contain: (PDF format only)**

- a. Scan copy of Demand Draft towards **tender fee of Rs. 200/- (Rupees Two hundred only )** drawn in favour of ICAR- Unit CPCRI Kasaragod . (The DD must reach physically at the place of Opening of the Tender on or before the Due Date & Time of the Tender)
- b. Scan copy of Demand Draft towards **Earnest Money Deposit** drawn in favour of ICAR Unit CPCRI, Kasaragod. As per annexure VII (The Earnest Money Deposit must reach physically at the place of Opening of the Tender on or before the Due Date & Time of the Tender Submission).
- c. **Technical bid details (in PDF format)**

<b>i</b>	<b>Self Attested copy of copy of the PAN card</b>
<b>ii</b>	<b>GST registration details (Self Attested)</b>
<b>iii</b>	<b>Self attested Copy of EMD &amp; Tender Fee</b>
<b>iv</b>	<b>Any other documents if necessary. (Self Attested)</b>

- d. Duly filled Technical Bid with proper seal and signature of the authorized person (with name, designation, email id & contact no.)
- e. A copy of Certificate of Incorporation, Partnership Deed / Memorandum and Articles of Association / any other equivalent document showing date and place of incorporation, as applicable.
- f. Other documents necessary in support of eligibility criteria, brochures etc.
- g. The Technical Bid along with detailed terms and conditions, complete in all respects with proper seal and signature of authorized person with name, designation, email id and contact no.
- h. Only those firms will be considered for financial bid who will qualify in the technical bid.

### **Envelop No.2 'Financial Bid' (In XLS format) in the item wise BOQ only.**

Note: ICAR-CPCRI, Kasaragod reserves the right to reject the bid if any of the above listed document(s) is/are not submitted.

4. Last date for submission of bids on **20<sup>th</sup> December, 2017, 15:30 Hrs** at ICAR –Central Plantation Crops Research Institute, Kudlu.P.O., Kasaragod, Kerala, India, Tel No.: EPABX: 0091- 04994-232893-95 Email: [director.cpcri@icar.gov.in](mailto:director.cpcri@icar.gov.in)/[directorepcpri@gmail.com](mailto:directorepcpri@gmail.com)
5. Technical bids will be opened - online on **21<sup>st</sup> December, 2017, 15:30 Hrs at:** ICAR – Central Plantation Crops Research Institute, Kudlu.P.O., Kasaragod, Kerala, India, Tel No.: EPABX: 0091- 04994-232893-95 Email: [director.cpcri@icar.gov.in](mailto:director.cpcri@icar.gov.in)/[directorcpcri@gmail.com](mailto:directorcpcri@gmail.com)

The bid must be submitted on-line. The Tender Fees & EMD etc. must be submitted in person or through post/ courier (ICAR-CPCRI shall not be responsible for any postal delays or any other reason for not submitting the tender fees/ EMD etc. in the specified time and resulting in disqualification / rejection of any bid) so as to reach on or before the due date and time.

In case bidder requires any clarifications / information, they may contact **ICAR-CPCRI, KASARAGOD.**

## **Annexure II: INSTRUCTIONS TO BIDDERS (ITB)**

### **1. Locations for the Work**

The entire works as described in Schedule of Requirements must be undertaken at ICAR – Central Plantation Crops Research Institute, Kudlu. P.O., Kasaragod, Kerala, India

### **3. Order Placements:**

The Work Order shall be released by: **Director, ICAR-CPCRI KASARAGOD, KUDLU (PO), KASARAGOD – 671124, Kerala, India**

The payments shall be released by **Director, ICAR-CPCRI KASARAGOD, KUDLU (PO), KASARAGOD – 671124, Kerala, India**

### **4. Eligibility Criteria:**

- a. The bidder should have executed similar type of orders earlier is desirable.
- b. The bidders should submit the required documents / financial instruments as stipulated in para 3 of Annexure – I.
- c. The bidder must not be blacklisted by ICAR-CPCRI, Kasaragod or any other Educational/R&D/Govt. organizations. A certificate or undertaking to this effect must be submitted.

Note: The bidders should provide sufficient documentary evidence to support the eligibility criteria. ICAR-CPCRI, Kasaragod reserves the right to reject any bid not fulfilling the eligibility criteria.

### **5. Amendment to Bidding Documents**

5.1 At any time prior to the deadline for submission of bids, ICAR-CPCRI, Kasaragod may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.

5.2 The amendments to the tender documents, if any, will be notified by release of Corrigendum Notice in print media / website. The amendments/ modifications will be binding on the bidders.

5.3 ICAR-CPCRI, Kasaragod at its discretion may extend the deadline for the submission of bids if it thinks necessary to do so or if the bid document undergoes changes during the bidding period, in order to give prospective bidders time to take into consideration the amendments while preparing their bids.

### **6. Earnest Money Deposit (EMD)**

- The Earnest Money Deposit (EMD) as per Annexure-VII must be submitted prior to the DUE DATE of submission of the online bid and EMD may be submitted in the form of Demand Draft in favour of ICAR unit CPCRI, KASARAGOD payable at KASARAGOD.

- The bid submitted without EMD shall stand rejected. No interest shall be payable on EMD.

- The EMD will be returned to the bidder(s) whose offer is not accepted, within 30 days from the date of opening of Technical bid(s). In case of the bidder whose offer is accepted, the EMD will be returned on submission of Security Deposit. However if the return of EMD is delayed for any reason, no interest/ penalty shall be payable to the bidder.

- The successful bidder, on award of contract / order, must send the contract/ order acceptance in writing, within 7 days of award of contract/ order, failing which the EMD will be forfeited and the order will be cancelled.

### **7. Submission of Bids- Online (Technical Bid in PDF format and Financial Bid in XLS format) only.**

The Bid documents shall be neatly arranged. They should not contain any terms and conditions, printed or otherwise, which are not applicable to the Bid. The conditional bid will be summarily rejected. Insertions, postscripts, additions and alterations shall not be recognized, unless confirmed by bidder's signature.

### **8. Deadline for Submission of Bids – Online Only.**

8.1 Bids must be received by ICAR-CPCRI before the due date and time at the address specified in the tender document.

8.2 ICAR-CPCRI may extend this deadline for submission of bids by amending the bid documents and the same shall be suitably notified in the media.

### **9 Late Bids**

ICAR-CPCRI shall not be responsible and liable for the delay in receiving the bid for whatsoever reason.

## **10 Bid Opening & Evaluation of Bids**

10.1 The technical bids will be evaluated in two steps.

- The bids will be examined based on eligibility criteria stipulated at Annexure - II to shortlist the eligible bidders.
- The technical bids of only the short listed eligible bidders shall be evaluated based on technical specifications stipulated at Annexure – I.

10.2 The bidders whose technical bid is found to meet both the requirements as specified above will qualify for opening of the Financial bid and will be informed about the date and time of the opening of the Financial bid.

10.3 The duly constituted Tender Evaluation Committee (TEC) shall evaluate the bids.

## **11. Comparison of Financial Bids**

11.1 Only the short-listed bids from the Technical bid evaluation shall be considered for Financial bid comparison.

11.2 The Financial bids will be evaluated on the basis of prices quoted. The contract will be awarded to lowest.

## **12. Award of Contract**

12.1 ICAR-CPCRI, Kasaragod shall award the contract to the eligible bidder whose Financial bid has been accepted and determined as the lowest evaluated Financial bid based on the Grand Total calculated of all items etc. of the Financial Bids.

12.2 If more than one bidder happens to quote the same lowest price, ICAR-CPCRI, Kasaragod reserves the right to decide the criteria and further process for awarding the contract, decision of ICAR-CPCRI, Kasaragod shall be final for awarding the contract.



## **TERMS & CONDITIONS:**

1. The Director, CPCRI, Kasaragod reserves the right to reject any or all quotations in whole or in part without assigning any reason thereof. The decision of Director, CPCRI shall be final and binding on the Contractor/Agency in respect of any clause covered under the contract.
2. The staff provided should also maintain discipline in the premises of Institute.
3. The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officers of Institute for the purpose. All complaints should be immediately attended to by the Agency.
4. The contractor shall not subcontract the work .
5. The persons so provided by the agency under this contract will not be the employee of the Institute and there will be no employer-employee relationship between the Institute and the person so engaged by the contractor in the aforesaid services.
6. The contractor will discharge all his legal/statutory obligations in respect of the workers/supervisors to be employed/deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the Institute from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Director, CPCRI, Kasaragod shall be final and binding on the contractor.
7. Income tax will be deducted from the payments due for the work done as per rules.
8. The contractor must employ adult labour only. Employment of child labour may lead to the termination of the contract.
9. The contract is subject to the condition that the conditions in the tender will comply with all the law and acts of Central/State Govt. relating to this contract applicable from time to time
10. The quotation should remain open for acceptance for a period of 90 days. If any tenderer withdraws his tender before the said period or makes any modifications in the terms and conditions of the tenders which are not acceptable to the department, then the Director shall, without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely.
11. Before starting the work, **the successful bidder should remit 10% of the bid amount as Performance Security**, which will be released after completion of liability period of 3 months from the date of satisfactory completion of work. In the event of non-deposition of the same, the earnest money will be forfeited. The dues if any, not settled by the agency will be recovered from the security deposit.
12. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not take back his offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the Institute. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him in the manner prescribed by the Institute.
13. If tenderer does not accept the offer, after issue of letter of award by the Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.
14. The ICAR-CPCRI, Kasaragod is not bound to accept the lowest or any other tenders and also reserves to itself the right of accepting the tenders in whole or in part. The firms are however at liberty to bid for the whole or any portion or to state in the tenders that the rates quoted shall apply only if the tenders are considered fully. Other conditional Tenders will not be accepted.
15. No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.
16. The rate should be quoted including all taxes . While submitting the final bill the taxes should be shown separately. Further it is responsibility of the contractor to remit the taxes to concerned authority directly by the contractor. After remittance copy of the same should be submitted to this office.
17. The Director, ICAR-CPCRI, Kasaragod reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.
18. Decision of Director, ICAR-CPCRI, Kasaragod shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, Institute. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.

19. Acceptance by the Institute will be communicated by FAX/Express letter or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/Express letter etc. should be acted upon immediately.
20. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
21. The stalls should be completed in all respect with electrification by **12.00 Noon on 04.01.2018.**
22. Number of items or stalls may vary according to the actual requirement which will be intimated in writing through supplementary orders, if any.
23. The items supplied or provided should be of good quality. New clean white cloths and curtains of same color may be used for the stall. It may be ensured that sound system and light system etc. are of good quality and there is no interruption during its use.
24. Any item found to be sub-standard shall be rejected and will have to be replaced.
25. The payment will be made only after verification by the committee of the actual materials supplied and the Stall erected. You will submit bills for payment only after actual measurement of various stalls, etc.
26. A responsible person who will be able to carry out any emergency modification or repair of the installation should be available during the Five days at the site.
27. The firm should ensure proper safety against any short circuit and fire accident in the stall & other articles provided should be insured by the service provider to cover damage due to fires etc.
28. Specific requirements and the number of other details will be intimated in writing as per the need
29. The work should be executed to the entire satisfaction of Chairman, Pandal Committee.
30. Stability and safety of the structure will be the responsibility of the firm. Any accident during erection and dismantling will be the responsibility of the firm.
31. Change over switch should be arranged by the contractor without extra payment.
32. Full time competent supervision to be provided with accessibility by mobile phone
33. No advance payment shall be given to fix stall etc. Total & final payment will be released after satisfactory completion of job.
34. All arrangements to be completed and to handover the full complete worksite one day in advance **latest by 12.00pm on 4<sup>th</sup> January 2018.** The vendor should be ready to provide any additional items as and when required at short notice.
35. The earnest money deposit of Rs.17,000/- ( Rupees Seventeen thousand only) must be enclosed in shape of Demand Draft/Fixed Deposit receipt otherwise tender will not be entertained. The Institute will not be held responsible for any damage of property of the service provider due to fire, theft etc.
36. **Contractors must quote rate for each item of work.** While entering if any of the cells is found to be left blank, the same shall be treated as 'O'.(Zero) Therefore if any cell is left blank and no rate is quoted by the contractor the rate of such items shall be treated as 'O'(zero) and the item of work shall be done free of cost
37. **A copy of the Lay out Plan of Exhibition stalls is enclosed as annexure VI**
38. The Director, ICAR CPCRI –Kasaragod reserves the right to reject any tender either in part or full without assigning any reason thereof.

#### **LIQUIDATED DAMAGE CLAUSE:**

An amount equivalent to two days of contract amount, subject to a minimum of 0.5% per month will be levied as liquidated damage. Whenever and wherever it is found that the work is not up to the mark in any section, it will be brought to the notice of the supervisory staff of the firm by the Institute and if no action is taken within One Hour liquidated damages clause will be invoked.

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.

The Director, CPCRI, Kasaragod reserves the right to reject any or all E - Tenders in whole or in part without assigning any reasons thereof. The decision of Director shall be final and binding on the contractor/agency in respect of any clause covered under the contract.

**(END OF Annexure II)**

**ANNEXURE III: PARTICULARS OF QUOTING AGENCY**

- 1) Name of the Agency :
- 2) Full address with Phone No., E.mail etc :
- 3) Name of the Proprietor :
- 4) PAN No. /Circle/ Ward :
- 5) Earnest money deposited with No. dated :
- 6).Name, A/c. No, IFSC code  
and full address of your Bank :
- 7).Name of the supervising staff to be  
visiting ICAR- CPCRI, Kasaragod regarding  
the contract. :
- 8). Any other information required :

Date :

Place :

AUTHORISED SIGNATORY

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

## ANNEXURE IV: TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head).

Date:

To:

The Director  
ICAR- Central Plantation Crops Research Institute  
Kudlu (PO)  
Kasaragod-671124  
Kerala

Dear Sir,

I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: [www.cpcri.gov.in](http://www.cpcri.gov.in) / [www.eprocure.gov.in](http://www.eprocure.gov.in), etc.; as per your NIT / advertisement, given in the above-mentioned website(s).

The corrigendum(s) issued from time to time by your department / organization too has also been taken into consideration, while submitting this acceptance letter.

I / We hereby unconditionally accept the tender conditions of above mentioned tender document(S) / corrigendum(s) in its totality / entirety.

I / We do hereby declare that our Firm has not been blacklisted / debarred by any Govt. Department/Public sector undertaking.

I / We certify that all information furnished by the 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 the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the fully said earnest money deposit absolutely.

Yours Faithfully,

Authorized Signatory.

(Signature of the Bidder, with Official  
Seal) Email id for correspondence

## ANNEXURE V: TENDER Schedule

**Quotation for ONLINE' bids for erecting Exhibition Stall for Kisan Mela on 05.01.2018 to 10-01-2018 at ICAR-CPCRI, Kasaragod.**

## Tender Schedule

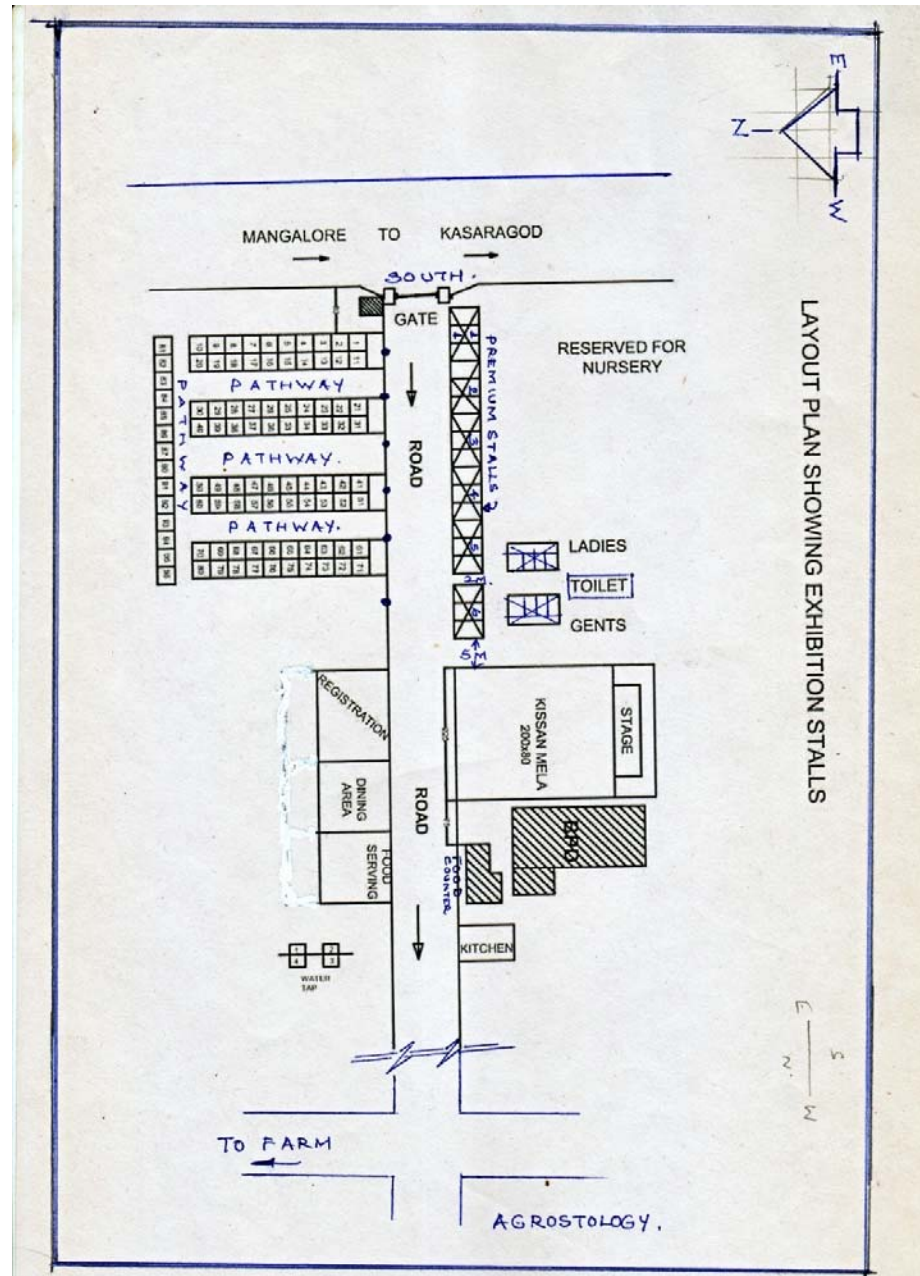
S.No.	Particulars/Description of item	Unit/Size	Quantity (for 5 days )
	<b>Exhibition</b>		
1)	<b>At South Gate</b> Arc type board with inside clear width of 7.50mts having box side width of 75cms width (facing side) and thickness of 45cms using mat/satin cloth with blue background and in milky white letters with a font size of 17.50cms/20cms(made with high quality thermocole sheets of required thickness) including fixing in position, mending work, etc, complete as per approved drawings.	Set	2 set
2)	<b>Registration</b> Water proof Pandal with G.I Sheets of size (50 x 40 ft) 12' height (from ground) <b>for Registration / food stall</b> with floor carpet using green shade net and 3 sides half covered with cloth .	50 'x 40' (2000 Sft)	2000.00
3 a)	<b>Exhibition stalls</b> Exhibition stalls of size 10feet x 10 feet x 12 feet height cubical , Water proof Pandal with G.I Sheets for top and sides along the <b>road side(both )</b> and inside coconut garden with floor carpet using green shade net as directed.	Units	130
4 a)	<b>Premium stall</b> Specification same as above but replacing floor carpet of green shade net with RED Synthetic mat(9m x 3m ) for each premium stall (6 nos x 10' x 30' ) = 1800Sqft	Sqft	1800.00
b)	Power supply boards with cables (10 mts minimum) three 15 amps points (for each premium stalls and others )	Units	10
c)	Supplying and fixing Air cooler for premium stall	Nos	6

5) a)	<b>Furnitures</b> Armless Plastic Chairs for stalls and dining area	Nos	360
b)	Supplying tables with cloth cover for exhibition stalls , buffet tables	Nos	425
c)	Supplying Wooden stool with 4 feet height for placing water can/dispensers	Nos	15
6 a)	Pedestal fans (with built in regulator) inside the pandal and connection from power panel.	Nos	145
7)	Lighting arrangement having sufficient illumination for stalls , dining , kitchen and approach road a) Halogen lamp with 1000 watts with dimmer b) Tube light c) Fire Extinguishers for electrical and general fire	Nos Nos Nos	8 180 2
8)	Charges for providing connection to the venue, cabling up to control panel and changeover system to BPD Panel including suitable panel for distribution of power to all electrical requirement in venue. Power from BPD bldg panel should be taken to the venue using suitable cables <b>(Existing generator of BPD unit can be used)</b>	Day	5

9)	Electrical supervisor operator with ITI Licence for Kissan mela venue	Day	5
10)	Power supply boards with cables (10 mts minimum) three 5 amps points	Nos	150
11)	Supplying and erecting temporary toilet facilities to the Event by the side of Kissan mela Pandal (gents and ladies ) with four compartments each set , covered with tin sheet on all sides, placing water drums with mugs .	Unit	2
12a)	Dust bin facilities	Unit	20
b)	Washing tray basin with 6 taps (minimum )	Sets	2
13)	Providing , supplying packed drinking water cans of 20 litres capacity with water dispensing unit and necessary refills for 5 days , and supplying disposable paper cups for drinking water. (Bisleri/Bindu/Mac Dowels) 15 Dispensing unit, ISI certified	Refill	225.00
14)	Assisting the exhibition stall entrepreneurs in unloading and loading their exhibition materials, equipment, machinery etc on the opening and closing day.	Nos	130
15)	Housekeeping charges for supplying and refilling drinking water cans in the Exhibition and Kissan mela venue and cleaning the area of debris , waste collection and disposal in dust bins with a frequency of Four times a day .	Sqft	4000.
16)	Clearing the venue site of vegetation , grass , weeding using weed cutting machine wherever required and disposal, leveling etc before erecting the stalls, pandals and pathways as directed by concerned. (Approx area 8000Sqft )	Lumpsum	
17)	Covering the exhibition pathway in between stalls with green shade net (170'x4nos x8feet = 5440Sqft )	Sqft	5440

**Note :** All arrangements to be completed and to handover the full complete worksite one day in advance latest by 12.00pm on 4<sup>th</sup> January 2018. The vendor should be ready to provide any additional items as and when required at short notice.

Annexure VI





**Annexure- VII**

The Bidders are advised to remit EMD/FD amount they have quoted as mentioned/specified in the Tender Schedule Annexure-V, by Demand draft in favour of ICAR Unit, CPCRI, Kasaragod as detailed below.

<b>Sl. No.</b>	<b>Category</b>	<b>EMD Amount</b>
<b>1</b>	<b>Exhibition Stall</b>	<b>Rs.17,000/-</b>

