



F.No.35(1)RC(Chemicals)/2018-Stores

Date: 04.05.2018

NOTICE INVITING TENDER THROUGH E PROCUREMENT

ICAR-CPCRI Kasaragod invites ONLINE bids for Rate contract for the Purchase of Chemicals, Glasswares, Filterpaper, Plasticwares, Diagnostics Kits and Laboratory Rubber items, etc. at ICAR-CPCRI Kasaragod for a period of one year from the date of award of Contract.

Prospective Bidders may download the Tender Document from www.cpcri.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 as per the schedule given in the Tender Document; along with a Tender document fee of Rs.200/-(Non-refundable) & EMD Rs. 5000/- (Rupees five thousand only) may be remitted by Demand Draft in favour of ICAR Unit, CPCRI payable at Kasaragod.

The tender Document contains the following:

Annexure I	Instructions for Online Bid Submission
Annexure II	Schedule of requirements
Annexure III	Requirement of items
Annexure IV	Questionnaire
Annexure V	Application form
Annexure VI	Terms and conditions
Annexure VII	Instruction to Bidders/Tenderers

CRITICAL DATE SHEET

Tender No	F.No.35(1)RC(Chemicals)/2018-Stores
Place of Supply	ICAR-Central Plantation Crops Research Institute, Kasaragod and its Regional station, Kayamkulam, Vittal, Research Centre, Kidu Mohitnagar & Kahikuchi
Cost of tender	Rs.200/- in form of DD in favour of ICAR -Unit, CPCRI Kasaragod payable at SBI Kasaragod
Date of Release of Tender	04.05. 2018
Bid submission Start date & Time	04 th May 2018, 17:00 Hrs
Last Date & Time of Submission of bids	23 rd May 2018, 15:00 Hrs
Date & Time of opening of bids	24th May 2018, 15:30 Hrs
Address for Communication	Asst. Administrative Officer (Stores), ICAR- CPCRI, CPCRI Kasaragod, Kudlu (PO), Kasaragod-671124
Place of opening of bids	ICAR- Central Plantation Crops Research Institute, Kasaragod, Kerala

Asst. Administrative Officer (Stores)
 सहायक प्रशासनिक अधिकारी (भंडार)
 Asst. Administrative Officer (Stores)
 भ कृ अनु प-कें.रो.फ.अ.स., कासरगोड,केरल
 ICAR-CPCRI,Kasaragod,Kerala-671124

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.

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.

BIDDERS:
 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>.

Uploading of 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 be reached physically to the Asst. Administrative officer (Stores), ICAR- CPCRI, Kudlu PO , Kasaragod -671124) on or before the Due Date & Time of the Tender) before 10.30AM on the due date of tender

Scanned copy of Demand draft towards Earnest Money Deposit Rs.5000/- (Rupees five thousand only) drawn in favour of ICAR Unit CPCRI, Kasaragod. (The Earnest Money Deposit must reach physically to the Asst. Administrative officer (Stores), ICAR- CPCRI, Kudlu PO , Kasaragod -671124) before 10.30 AM on the due date of tender. The physical document EMD received after 10.30 AM will not be considered under any circumstances and on or before the due date and time of the tender submission and ensure the receipt with date and time stamp from concerned officer.

i	Scanned copy of completed questionnaires..
ii	Self Attested copy of Last one years (2017-18) continuous experience of the firm in the field of providing such supply in Central Govt. establishment Autonomous Body of GOI/Corporation of Govt./Reputed public or Pvt. Organization to be provided in the tabular form
iii	Self Attested copy of GST registration Certificate issued by Govt. in the name of firm/ proprietor
iv	Self Attested copy of the latest Income Tax Return and copy of PAN card
v	Annual turnover of the firm/company during the last three years (enclose copy of the documents in support of claim)
vi	Self attested Certified copy balance sheet of the firm for last year of the service contract signed by the Chartered Accountant
vii	Scanned copy of RTGS/Bank details of the firm
viii	Self attested Copy of EMD & Tender Fee
ix	Scanned copy of under taking duly filled in and signed by firm
	Which column for the pertaining documents not show in technical bid details the documents will be uploaded in any other documents folder.

SCHEDULE OF REQUIREMENTS

Scanned copy of documents /papers, EMD to be submitted online with Technical Bids (In the absence of these, tender cannot be considered). A copy of the same documents must be sent to this office.

Technical bid details (in PDF format)

i	Self attested copy of valid license for supply of Chemicals, Plasticwares, Glass wares, Filter paper, Diagnostics Kits and Laboratory Rubber Items, etc. at ICAR-CPCRI, Kasaragod.
ii	Self Attested copy of Last one years (2017-18) continuous experience of the firm in the field of providing such supply in Central Govt. establishment Autonomous Body of GOI/Corporation of Govt./Reputed public or Pvt. Organization to be provided in the tabular form
iii	Self Attested copy of GST registration Certificate issued by Govt. in the name of firm/ proprietor
iv	Self Attested copy of the latest Income Tax Return and copy of PAN card
v	Self Attested copy of duly filled annexure iv and v
vi	Scanned copy of GST No. in the name of firm/proprietor
vii	Self attested copy of annual turnover of the firm for last one year (2016-17) duly certified by the Chartered Accountant
viii	Self attested Certified copy balance sheet of the firm for last year of the service contract signed by the Chartered Accountant
ix	Self attested Copy of EMD and Tender Fee
X	Any other documents if necessary



Asst. Administrative Officer (Stores)
 सहायक प्रशासनिक अधिकारी (भंडार)
 Asst. Administrative Officer (Stores)
 भ क अनु प-के.रो.फ.अ.स., कासरगोड, केरल
 ICAR-CPCRI, Kasaragod, Kerala-671124

Certificate

1. I/We hereby certified that price list is submitted with the tender in circulation throughout country. Nothing is hidden in this price list.
2. The document as given with this tender document in highest. I/We are not given higher discount to any other state/Central Govt. Department

(Signature of Tenderer)

With Name & Mob No.

Sl.No.	Item Description	Discount to be offered in(%) percentage
1	CHEMICALS	
2	GLASSWARES	
3	FILTERPAPER	
4	PLASTICWARES	
5	DIAGNOSTICS KITS	
6	LABORATORY RUBBER ITEMS,ETC.	

The terms with in "name of items like" Chemicals, Glasswares, Filterpaper, Plasticwares, Diagnostics Kits and Laboratory Rubber items, etc including all the item is mentioned in price book/list originally supplied by the firm along with tender documents.

Signature of Tenderers

QUESTIONNAIRE

BIDDERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW IN CASE A QUESTION DOES NOT APPLY TO A BIDDER THE SAME SHOULD BE ANSWERED WITH THE REMARK "NOT APPLICABLE" BIDDERS MAY PLEASE NOTE THAT IF THE ANSWERS SO FURNISHED ARE NOT CLEAR AND/OR ARE EVASIVE, THE BID WILL BE LIABLE TO BE IGNORED

1. Bid No. Date for bid opening on
2. **OFFER IS OPEN FOR ACCEPTANCE 120 DAYS. (Yes/No)**
3. Brand of goods offered
4. Name & address of manufacturer:
5. Station of Manufacturer:
6. What is your permanent Income Tax A/C no:
7. Confirm whether you have attached your latest/current ITCC or certified photocopy thereof.
8. Status:
 - a) Are you currently registered with Central/State GST Department. If so, indicate the date up to which your registration certificate is valid and whether there is any monetary limit on your registration.....
 - b) Are you a small scale unit currently registered with the National Small Industries Corporation (NSIC) under Single Point Registration Scheme for the item(S) quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.
 - c) Do you have valid License if so, indicate the date up to which it is valid/ renewed with monetary limit, if any. Also enclose certified copy of registration certificate.

Please attach certified copy (copies) of the relevant registration certificate(s) in confirmation to your above answer(s).

9. Please indicate:

Name & full address of your Banker(s):

- i) Account No.
- ii) Name of Bank
- iii) Name of Address of Bank
- iv) IFS Code

10. State whether business dealings with you have been currently banned by any Ministry/Deptt. Or Central Govt. or any State Govt.

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11. Whether the billing and supply will be done by the firm directly or by authorized dealer. Please reply and mention all the details including name, mobile number, E-mail of the same. The authorized dealer may be different on the basis location of station.

APPLICATION FORM FOR ENTERING INTO RATE CONTRACT FOR CHEMICALS, GLASSWARE, PLASTICWARE, DIAGNOSTIC KITS AND LABORATORY RUBBER ITEMS ETC. WITH RATE CONTRACT FOR THE PURCHASE OF CHEMICALS, GLASSWARES, FILTERPAPER, PLASTIWARES, DIAGNOSTICS KITS AND LABORATORY RUBBER ITEMS, ETC. AT ICAR-CPCRI KASARAGOD FOR A PERIOD OF ONE YEAR FROM THE DATE OF AWARD OF CONTRACT AT

1. Name & full address of the applicant: _____

2. Items /materials for which rate contract desired/ applied for
a) Chemicals _____
b) Glassware _____
c) Plastiwares _____
d) Diagnostic Kits _____
e) Laboratory Rubber Items etc. _____

3. If the Firm is under Rate Contract with Other Govt. Deptt./Research Institute. Give details Along with certified copies of rate contract and service providing issued by Institutes/Deptts. _____

4. Annual Turnover of the firm/company During Rs _____ Lacs.
financial year 2016-17 (enclose documents in support of claim)

5. Annual business volume with CPCRI, Kasaragod & _____ Lacs.
its Regional Stations (if R/C exist) during 2016-17

6. Annual business volume with other ICAR _____
Institute for the year 2016-17.(upload documents support of claim)

7. Whether the firm is registered under company Act 1956. If yes, enclose certified copies: In case firm is registered with other Govt. Deptt./ Agency, the same may be stated with documentary evidence. _____

8. (a) Certified copies of Central/state GST registration No., with date of validity _____
(b) GST Reg. No _____
(c) Latest copy of Sales Tax Return (Please enclose copies of relevant papers) _____

9. (a) Income Tax PAN No.(in the name of _____
firm/company & not individual)
(b) Latest copy of return filed with Income _____
Tax Department:

10. Whether latest printed original price list by Manufactures _____
is enclosed:

11. State whether you have been currently _____
banned/blacklisted by any

- (a) Ministry/Deptt. Of Central Govt. or any _____
(b) State Govt. If so, give details _____

12. Name & Address of authorized/valid dealers for HQr. & campuses, if any

ICAR-CPCRI Kasaragod _____

KASARAGOD _____
VITTAL _____
KAYAMKULAM _____
MOHIT NAGAR _____
KAHIKUCHI _____
KIDU _____

13. Discount alongwith certificate of not giving _____
higher discount to any other Deptt. in India _____

14. Any other information vital for entering into _____
rate contract. _____

UNDERTAKING

I/we hereby undertake that the information provided in the offer of Annual Rate Contract are true and correct to the best of our knowledge and belief. In case any information is found incorrect and /or false at a later stage, purchaser can terminate the rate contract and also take legal action, if any, against our firm as per rules of the Institute.

Dated:

Signature
Name of Company/Firm with complete address

The Quotations should confirm to the following conditions:

Annexure -VI

1. No equipment, apparatus, other than liquid handling system (micropipettes, multi channel pipettes), gel electrophoresis accessories (gel tray, combs, tank, spacers, gel casting tray, electrode, sponge pad etc.) are covered under this rate contract. Power supply units are not covered under Rate contract.
2. That the freight, insurance charges, if any, will be borne by the supplier. Similarly shortage, pilferage in transit will be sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the purchaser for resupply. The defective supply will have to be replaced by the supplier within 7 days without additional freight/transport charges.
3. That the delivery/supply will be made on F.O.R basis to this Institute and its sub stations noted in the 'Notice Inviting Tenders', by road or rail transport.
4. GST and other Govt. levies as applicable will be paid extra,.
5. That the delivery of goods will be taken at the risk and cost of the supplier from railway/road transport.
6. That the supply of material will have to be completed within 30 days or period mentioned in the purchase order. The liquidated damage charges @0.5% per week shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of goods/contract value.
7. That the payment of the bill will be made preferably within 30 days on receipt of the goods in satisfactory condition and on receipt of the bill.
8. No revision in rate (on higher side) will be accepted during contract period. If the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods following conditions of sell similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from that date for all the subsequent supplies under the rate contract and the rate contract amended accordingly.
9. That the order will be placed as per requirement, irrespective of value of the order.
10. Supply should be made from the latest batch of production in original packing with the maximum life period with expiry minimum period of two years. The packing of the goods should be in good condition to prevent the material from damage or deterioration during transit to their final destination.
11. Pre-receipted bill along with delivery challan should be sent along with goods.
12. The bills and other related documents may be prepared in the name of respective Institutes, as the case may be.
13. While submitting the tender document, the tenderer should sign on each page of the tender document. Complete tender documents should be page numbered.
14. The tenderer should enclose a signed copy of the terms & conditions stipulated for award of the contract, conveying his acceptance of the same.
15. The Director, CPCRI Kasaragod reserves the right to cancel the rate contract without assigning any reason, thereof.
16. Any dispute arising between manufacturer and the purchaser will be referred to Arbitrator appointed by the Director General, Indian Council of Agricultural Research, New Delhi for which sole arbitration and decision thereon will be binding upon both the parties i.e. manufacturer/supplier and purchaser.
17. All scheme/offers regarding purchase of chemicals, glassware's, plastic wares, diagnostic kits, rubber items & digital pipettes offered by the firm generally, will also be covered in the rate contract.
18. All the self attested of the documents equipment in the tender must have the legible name & designation in the firm/company, failing which, tender will be rejected.
19. All the documents must have proper self attestation as per the requirement of tender.
20. Code of integrity as envisaged in the rule 175(I) of new GFR-2017 may be adhered to.
21. The manufacturer/dealer should confirm the acceptance of the supply order through e-mail duly indicating the exact date of supply..
22. If the supplier fails to execute the order within the confirmed date of supply, the Institute will not be entertained to the particular manufacturer for ARC for the next financial year 2019-20.
23. An authorized dealer shall be restricted up to five principal firms for the supply of goods to the Institute under rate contract.
24. **EARNEST MONEY DEPOSIT Rs. 5000/- (The Earnest Money Deposit must reach physically to the Asst. Administrative officer (Stores), ICAR- CPCRI, Kudlu PO, Kasaragod -671124) in the form of Demand Draft in favour of ICAR-Unit-CPCRI, Kasaragod so as to reach before due date.**
25. Security Deposit for an amount of 10,000/- (Rupees ten thousand only) may be furnished in the form of Demand Draft/FD receipt drawn in favour of "ICAR Unit CPCRI, Kasaragod" payable at SBI Branch, Kasaragod or Bank Guarantee from a commercial bank in an acceptable form immediately after acceptance of a tender for placing the order. The Security Deposit valid for a period for 60 days beyond the date of completion of all the contractual obligations including warranty obligations should be furnished within 15 days of acceptance of order. Bid security will be refunded to the successful tenderer on receipt of Security Deposit.
26. EMD acceptance of ARC will be converted as Security Deposit which will be released after 14 months from the date of ARC.
27. Interested parties may submit the e-tender in two bid system, i.e. Technical bid and Financial bid proposals. The technical and financial proposal must be submitted separately in the CPP Mode in e-procurement site using DSC **due on 23.05.2018** may be uploaded in the CPP Portal before **23.05.2018 at 3 pm**. The quotations will be opened at **03.30 PM on 24.05.2018 at 3.30 PM by the authorized officers having DSC.**

I/We hereby accepted & follow all the above terms & conditions.

Signature
Complete address of the firm

INSTRUCTIONS TO BIDDERS (ITB)

1. Locations for the supply

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

2. Order Placements:

The supply 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

3. Eligibility Criteria:

a. The bidder should have executed similar type of orders with other Central / State /PSU /Govt. Societies for a minimum of 3 years.

b. The bidders should submit the required documents / financial instructions 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.

4. Amendment to Bidding Documents

4.1 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.

4.2 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.

4.3 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.

5. Earnest Money Deposit (EMD)

• The Earnest Money Deposit (EMD) as per Annexure-II 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.

6. Submission of Bids- Online (Technical Bid in PDF format and Financial Bid in XIS 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.

7. Deadline for Submission of Bids – Online Only.

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

7.2 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.

8. Late Bids

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

9. Bid Opening & Evaluation of Bids

9.1 The technical bids will be evaluated in two steps.

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

9.2 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.

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

10. Comparison of Financial Bids

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

10.2 The Financial bids will be evaluated on the basis of prices quoted. The supply order will be awarded to lowest evaluated bidder.

11. Award of Supply order

11.1 ICAR-CPCRI, Kasaragod shall award the supply order 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.

11.2 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.

LIQUIDATED DAMAGE CLAUSE:

The buyer shall have the right to levy liquidated damages at a percentage not exceeding 2% per each week or part thereof in respect of supplies so delayed delivery.

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.

Signatures of Tenderer