



भा.कृ.अनु.प - केन्द्रीय कृषिरत महिला संस्थान, भुवनेश्वर

(आई. एस. ओ 9001-2008 प्रमाणित)

ICAR -Central Institute for Women in Agriculture

(भारतीय कृषि अनुसंधान परिषद) (Indian Council of Agricultural Research)

Plot No. 50-51, Mouza Jokalandi, P.O. Baramunda, Bhubaneswar- 751 003 (Odisha) INDIA

Phone: +91-674-2387220 / Fax: +91-674-2387242 / Email: director.ciwa@icar.gov.in / Website: <http://www.icar-ciwa.org.in>



आनलाईन निविदा सूचना/ E-TENDER NOTICE

Tender No: F.No.IX-12011/06/17-Admn

Dated 12th January, 2018

निम्न लिखित कार्य निश्पादन हेतु अनुभव प्राप्त ठेकेदारों से दिनांक 02^{रक} अइतनंतल, 2018 अपराहन 14:00 बजे तक आनलाईन अल्पकालीन निविदायें आमंत्रित की जाती हैं।

इच्छुक बोलीदाता website <http://www.icar-ciwa.org.in/> www.eprocure.gov.in से विनिर्देशों सहित टेंडर फार्म डाउनलोड कर ईएमडि के साथ आनलाईन जमा कर सकते हैं।

INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS GOVERNING THE WORK

REPAIR OF PROTECTED STRUCTURE

AT ICAR - CENTRAL INSTITUTE FOR WOMEN IN AGRICULTURE, BHUBANESWAR 751 003 (ODISHA)

Prospective Bidders may download the Tender Document from www.icar-ciwa.org.in/ 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.

Sd/-
Administrative officer

TENDER SCHEDULE

Tender No: F. No. IX-12011/06/17-Admn

1. Date of release of Tender through e-procurement portal	12 th January, 2018
2. Bid submission start date online	13 th January, 2018, 18.00 hrs.
3. Last date and time of Receipt of EMD at ICAR-CIWA, BBSR	02 nd February, 2018:: 14:00 hrs
4. Last Date & time for submission of online bid	02 nd February, 2018:: 14:00 hrs
5. Date & time for opening of bid	03 rd February 2018:: 15:00 hrs
6. The Tender document is also available at our web-site	http://www.icar-ciwa.org.in / www.eprocure.gov.in

NOTE:

1. The ICAR - Central Institute for Women in Agriculture, Bhubaneswar 751 003, Odisha, India 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.
3. Tender Documents can be downloaded from ICAR-CIWA, www.icar-ciwa.org.in or from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enroll/ register in the e-procurement module of Central Public Procurement Portal through the website: www.eprocure.gov.in Bidders should also possess a valid DSC for online submission of bids.
4. Bids received on e-tendering portal only will be considered. **Bids in any other form sent through sealed cover/ email/ post/ fax etc. will be rejected.**
5. ICAR-CIWA, reserves the right to accept/reject any/all tenders in part/full without assigning any reason thereof.
6. ICAR-CIWA will not be responsible for any delay in enrollment/registration as bidder or submitting/ uploading the offer on e-tender portal. Hence, bidders are advised to register in e- tendering website www.eprocure.gov.in In case any holiday is declared by the Govt. on the day of opening the tenders will be opened on the next working day at the same time.
7. Any changes/ corrigendum /extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.

Administrative Officer

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.

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 PDF 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.
- Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

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>.

KIND ATTENTION: FOR TAKING ASSISTANCE, IF ANY
CPP Portal website: www.eprocure.gov.in
CPP Portal Help Desk Toll Free No.:1204200462

Annexure I: INVITATION FOR BIDS (IFB)

1. ICAR - Central Institute for Women in Agriculture, Bhubaneswar is the premier Research Institution with the mandate of conducting research on Women in Agriculture in the country and functioning under the administrative control of Indian Council for Agricultural Research, Ministry of Agriculture & Farmers Welfare, Government of India. ICAR-CIWA invites 'ONLINE' bids from eligible bidders for the works

2. REPAIR OF PROTECTED STRUCTURE AT ICAR- CIWA, BBSR.

3. Contact information:

Administrative Officer

ICAR – Central Institute for Women in Agriculture,

Plot No.50-51, Mouza Jokalandi, P.O. Baramunda

Bhubaneswar- 751003 (Odisha) India

Tel. Nos. +91-674-2387220/2387245

FAX: 91-674-2387242 E.mail: director.ciwa@icar.gov.in / ao.ciwa@icar.gov.in

4. 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: "Commercial Bid" shall contain: (PDF format only)

- a. The Firm has to deposit the **Tender fee** of Rs. 500/- (*Rupees Five Hundred Only*) in the form of online deposit mode (online transfer/RTGS/NEFT) in the account of ICAR-CIWA, Bhubaneswar (**i.e., Name of the Account holder/Beneficiary- ICAR Unit- DRWA, Account Number-10478302130, IFSC code-SBIN0009027, Name of the Bank- State Bank of India, Priyadarshini Market Branch, Branch code- 9027**). The proof of deposit should be invariably attached with the tender failing which tender shall be treated as invalid even though the amount is received in the Institute Account on or before **02.02.2018 :: 14:00 hrs**
- b. The Firm has to deposit the Bid Security (**EMD**) of Rs. 1780/- (*Rupees One Thousand Seven Hundred Eighty Only*) in the form of online deposit mode (online transfer/RTGS/NEFT) in the account of ICAR-CIWA, Bhubaneswar (**i.e., Name of the Account holder/Beneficiary- ICAR Unit- DRWA, Account Number-10478302130, IFSC code-SBIN0009027, Name of the Bank- State Bank of India, Priyadarshini Market Branch, Branch code- 9027**). The proof of deposit should be invariably attached with the tender failing which tender shall be treated as invalid even though the amount is received in the Institute Account on or before **02.02.2018 :: 14:00 hrs**
- c. The EMD of the un-successful bidder(s) will be returned without interest as soon as bid process fully

finalized and latest by 30th day after the award of the contract.

- d. The successful bidder will deposit the **performance security deposit @ 05%** of Ordered Value of the work in the form of online deposit mode (online transfer/RTGS/NEFT) in the account of ICAR-CIWA, Bhubaneswar (**i.e., Name of the Account holder/Beneficiary- ICAR Unit- DRWA, Account Number-10478302130, IFSC code-SBIN0009027, Name of the Bank- State Bank of India, Priyadarshini Market Branch, Branch code- 9027**) within the stipulated date falling which the order will stand cancelled and the EMD deposited with the quotation/tender will be fortified.
 - e. The security deposit will be retained by the Institute for a period of one year from the date of completion of the work, which will be returned/refunded without interest upon received of the return request from the farm.
 - f. The security deposit shall be fortified if the selected firm/contractor does not take up and/or complete the work within the time schedule or the quality of the workmanship is found not up to the mark or not satisfactory.
 - g. Any dispute in this regard is subject to Bhubaneswar Jurisdiction only.
 - h. Income Tax/GST/Labour Cess etc. or any other taxes to be levied as per Govt. norms will be deducted '**at source**' from the bills as per rules.
 - i. The following documents should be attached along with the quotation **failing which the tender/quotation will not be considered/accepted:**
 - i. Scanned copy of Tender Fee
 - ii. Scanned copy of Earnest Money Deposit (EMD)
 - iii. Tender Schedule
 - iv. Scanned copy of valid license
 - v. Scanned copy of PAN Card
 - vi. Scanned copy of latest Income Tax submission certificate
 - vii. Scanned copy of the credential of the firm
 - viii. Tender Acceptance Letter
 - j. **Bank account details for e-payment** should also please be indicated in the tender letter.
 - k. Validity of the rates should be at least 90 days from the last date of submission of the quotation.
 - l. Quotations/Tender received after the prescribed date will not be considered.
 - m. The Director, ICAR-CIWA, Bhubaneswar reserves the right to accept or reject any or all the quotations without assigning any reasons thereof.
 - n. Corrigendum, if any for change or correction in the tender document by the Institute, may kindly be seen on Institute website/ CPP Portal only.
 - o. The Institute/Department will not supply any equipment/tools and materials including electricity/water required for the execution of the work.
 - p. The Commercial 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.
5. Date of submission of bids and opening of the Commercial bids – Online.

Last date for submission of bids on **2nd February, 2018, 14.00 Hrs.** at ICAR- Central Institute for Women in Agriculture, Plot No.50-51, Mouza Jokalandi, P.O. Baramunda, Bhubaneswar-751003 (Odisha) India

6. Bids will be opened - online on **03rd February, 2017, 15.00 Hrs** at ICAR – Central Institute for Women in Agriculture, Plot No.50-51, Mouza Jokalandi, P.O. Baramunda, Bhubaneswar-751003 (Odisha) India

In case bidder requires any clarifications / information, they may contact ICAR-CIWA, Bhubaneswar address.

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-CIWA, Bhubaneswar

2. Order Placements:

The Work Order shall be released by: **Director, ICAR – Central Institute for Women in Agriculture, Plot No.50-51, Mouza Jokalandi, P.O. Baramunda, Bhubaneswar- 751003 (Odisha) India**

3. The payments shall be released by: **Director, ICAR – Central Institute for Women in Agriculture, Plot No.50-51, Mouza Jokalandi, P.O. Baramunda, Bhubaneswar- 751003 (Odisha) India**

4. Eligibility Criteria:

- i. The bidder should have executed similar type of orders with other Central / State /PSU /Govt. Societies for a minimum of 2 years.
- ii. The bidders should submit the required documents / financial instruments as stipulated in Annexure – I.
- iii. The bidder must not be blacklisted by ICAR-CIWA 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-CIWA reserves the right to reject any bid not fulfilling the eligibility criteria.

5. Amendment to Bidding Documents

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

- i. The Earnest Money Deposit (EMD) must be submitted prior to the DUE DATE of submission of the online bid.
- ii. 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.
- iii. The EMD will be forfeited if the bidder withdraws the bid during the period of bid validity specified in the tender.
- iv. The EMD will be forfeited in case a successful bidder, fails to furnish the Performance Bank Guarantee.

7. Period of validity of bids

- i. Bids shall be valid for minimum 90 days from the date of submission. A bid valid for a shorter period shall stand rejected.
- ii. ICAR-CIWA may ask for the bidder's consent to extend the period of validity. Such request and the response shall be made in writing only. The bidder is free not to accept such request without forfeiting the EMD. A bidder agreeing to the request for extension will not be permitted to modify his bid.

8. Submission of Bids- Online PDF 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.

9. Deadline for Submission of Bids – Online Only.

- i. Bids must be received by ICAR-CIWA before the due date and time at the address specified in the tender document.
- ii. ICAR-CIWA may extend this deadline for submission of bids by amending the bid documents and the same shall be suitably notified in the media.

10. Late Bids

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

11. Bid Opening & Evaluation of Bids

- i. The technical bids will be evaluated in two steps.
 - The bids will be examined based on eligibility criteria as stipulated to shortlist the eligible bidders.
 - The technical bids of only the short listed eligible bidders shall be evaluated based on

technical specifications stipulated **(Annexure – IV: Schedule of Requirements)**.

- ii. The duly constituted Works & Estate Committee shall evaluate the bids.

12. Comparison of Bids

- i. Only the short-listed bids from the bid evaluation shall be considered for commercial comparison.
- ii. The commercial bids will be evaluated on the basis of prices quoted. The contract will be awarded to lowest evaluated bidder.

13. Award of Contract

- i. ICAR-CIWA shall award the contract to the eligible bidder whose technical bid has been accepted and determined as the lowest evaluated commercial bid based on the Grand Total calculated of all items + taxes etc. of the Commercial Bids.
- ii. ICAR-CIWA reserves the right to increase or reduce the quantity to be procured.
- iii. If more than one bidder happens to quote the same lowest price, ICAR-CIWA reserves the right to decide the criteria and further process for awarding the contract, decision of ICAR-CIWA shall be final for awarding the contract.

14. Purchaser's Right to amend / cancel

- i. ICAR-CIWA reserves the right to amend the eligibility criteria, commercial terms & conditions, Scope of Work, technical specifications etc.
- ii. ICAR-CIWA reserves the right to cancel the entire tender without assigning any reasons thereof.

Annexure III: SPECIAL CONDITIONS OF CONTRACT (SCC)

1. Prices

- i. The price quoted shall be considered firm and no price escalation will be permitted.
- ii. The prices quoted must be inclusive of all other taxes.

2. Security Deposit (SD):

The successful bidder will be required to furnish the Security Deposit in INR equivalent to 05% of the order value within 7 days of receipt of Supply/Works Order. The Security Deposit should be submitted in the form of online deposit mode (online transfer/RTGS/NEFT) in the account of ICAR-CIWA, Bhubaneswar (**i.e., Name of the Account holder/Beneficiary- ICAR Unit- DRWA, Account Number-10478302130, IFSC code-SBIN0009027, Name of the Bank- State Bank of India, Priyadarshini Market Branch, Branch code- 9027**). The Security Deposit will be retained for a period of one year from the date of the completion of the work.

3. Payments:

Payment will be made after 100% completion of the work on actual measured quantity basis and acceptance by ICAR-CIWA through (online transfer/RTGS/NEFT).

4. Penalty for delayed Completion of the works

ICAR-CIWA reserves the right to levy penalty @ of 0.25% of order value per week of delay beyond the scheduled date completion / execution of the order successfully, subject to maximum of 5 % of the order value. ICAR-CIWA reserves the right to cancel the order in case the delay is more than 4 weeks.

5. Class of Contractor – C&D

Annexure – IV: Schedule of Requirements**Work Details:** - Repair of protected structures at ICAR-CIWA, Bhubaneswar**Shadenets**

Sl. No.	Name of the structure	Details of repair	Dimension (in meter)	Carpet Area
1	Green Shade Net House No.1	<ul style="list-style-type: none">• Complete replacement of the entire structure with shade net (50 %) cover• Checking and repair of the micro-irrigation system (drippers)• Painting of the cemented structures around the boundary on both sides with weather coat paint (Total area 88 m² approx.)	15.5 m x 6 m Height 2.5 m (Side) and 3.3 m (mid)	93 m ²
2	Green Shade Net House No. 2	<ul style="list-style-type: none">• Complete replacement of the entire structure with shade net (50 %) cover• Checking and repair of the micro-irrigation system (drippers, foggers, emitters, pipeline etc.)• Replacement of Glass door (2.2 m x 1.0 m) with glass of 5 mm thickness• Painting of the cemented structures around the boundary on both sides with weather coat paint (Total area 37 m² approx.)	7.6 m x 4.5 m Height 2.6 m (side) and 3.5 m (mid)	34.2 m ²
3	Green Shade Net House No. 3	<ul style="list-style-type: none">• Complete replacement of the entire structure with shade net (50 %) cover• Repair of the micro-irrigation system (drippers)• Painting of the cemented structures around the boundary on both sides with weather coat paint (Total area 66 m² approx.)	10.5 m x 6 m Height 2.8 m (side) and 3.3 m (mid)	63 m ²
Total area				190.2 m ²

Fiber Glass House

Sl. No.	Name of the structure	Details of repair	Dimension	Carpet Area
1	Fibre Glass House	<ul style="list-style-type: none">• Repair of roofs by replacing the damaged polycarbonate sheets.• Replacement of cooling pads• Painting of the cemented structures around the boundary on both sides with weather coat paint (Total area 36 m² approx.)• Repair of the micro-irrigation system (foggers, emitters, pipelines)	7.6 m x 4.5 m Height 2.63 m (side) and 3.5 m (mid) Dimension of Cooling pads: 2.4 m x 1.2 m	34.2 m ²

Climate controlled Poly House

Sl.no.	Name of the structure	Details of repair	Dimension	Carpet Area
1	Climate controlled Poly House	<ul style="list-style-type: none">• Replacement of polythene cover (200 micron thickness) of the entire structure• Replacement of cooling pads• Checking and repair of the micro-irrigation system (drippers, emitters, pipelines, foggers, motor etc)• Repair of exhaust fan and electric panel.	24 m x 6 m Height 2.5 m (side) and 4.10 m (mid) Length of Bow: 11.8 m Dimension of Cooling pads: 6 m x 1.35 m	144 m ²

ANNEXURE C: TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head).

Date:

To:

The Director
ICAR-Central Institute for Women in Agriculture
Plot No.50-51, Mouza Jokalandi, P.O. Baramunda,
Bhubaneswar- 751003 (Odisha) India

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: www.icar-ciwa.org.in/ www.eprocure.gov.in, etc.; as per your NIT / advertisement, given in the above-mentioned website(s).
2. The corrigendum(s) issued from time to time by your department / organization too has also been taken into consideration, while submitting this acceptance letter.
3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(S) / corrigendum(s) in its totality / entirety.
4. I / We do hereby declare that our Firm has not been blacklisted / debarred by any Govt. Department/Public sector undertaking.
5. 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.

AGREEMENT FORMAT

Name of the work :.....

On this day _____, 2018 the agreement is made between the Director, ICAR-Central Institute for Women in Agriculture, Bhubaneswar as one party and M/s _____ represented _____ Proprietor as the other party.

1. Whereas the contractor has agreed with ICAR-CIWA to take up the above work ICAR-Central Institute for Women in Agriculture, Bhubaneswar and has given tender for the above work. The contractor should perform the said work mentioned in the work order and shall execute the same with great promptness, care and accuracy in a work man like manner to the satisfaction of the Director, ICAR-CIWA, Bhubaneswar and will complete the same with desired specifications under the guidance of ICAR-CIWA / Authorized Official, CIWA within a stipulated period and as per terms and conditions as mentioned in the work order, failing which he will be liable to culinary action for compensation of losses if any as per the decisions of the competent authority of CIWA, Bhubaneswar.
2. The payment will be released :
3. Release of payment:
 - (a) The 100% of the payment will be released:
 - i. After receiving the certificate from Authorized officer of CIWA that the work has been completed satisfactorily and
 - ii. Also the executing agency should give a certificate that the work has been done as per the specification will bills of quantity & as built drawings &
 - iii. After Physical verification by the Works / Estate Committee, CIWA, Bhubaneswar
4. The DLP period for the above work is minimum of one year, during which period all the defects shall be made good by the Contractor at his own cost.
5. Any damages caused to other electrical installations during the execution of this work by Contractor shall be shall be made good by the Contractor at his own cost.
6. If any misunderstanding occurs between two parties for the above work and an amicable settlement could not be reached there the matter could be decided in the court of Bhubaneswar jurisdiction only.
7. The terms and condition as stipulated in the quotation call letter/ work order shall make part of this agreement.
8. If the work is stopped in between, the security deposit along with the cost of partly completed works may be forfeited and it may also please be noted that no running bill payment will be entertained.
9. Official appropriate action will be taken in case the contractor / firm misbehaving to any concerned Scientist / Officers and Works & Estate committee members during the work inspection.

Signature of the 1st party
Director
ICAR-CIWA, Bhubaneswar

Signature of the 2nd party
Contractor

Witness

- 1.
- 2.

Witness

- 1.
- 2.