



**ICAR- NATIONAL BUREAU OF SOIL SURVEY & LAND USE PLANNING
REGIONAL CENTRE
SECTOR - II, BLOCK DK, SALT LAKE, KOLKATA- 700 091**

No.Kol/S-3(M/2)

Dated: 01.10.2020

NOTICE FOR INVITING TENDER THROUGH E-PROCUREMENT

The Head, ICAR-NBSS & LUP, Kolkata invites Online Bids (Technical and Financial Bids) from the interested firms for **Annual Maintenance Contract of Electrical Lines, Panels, Operating Pump etc in Scientist Home and Staff Quarters of Residential Complex at ICAR-NBSS & LUP, RC, Kolkata on non-comprehensive basis.**

Tender documents may be downloaded from e-procurement website of CPPP (<https://eprocure.gov.in/eprocure/app>) as per the schedule as given in **Schedule of Selection Process as under:**

SCHEDULE OF SELECTION PROCESS

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| Tender ID. | 2020_DARE_588079_1 |
| Tender reference No. | ICAR_NBSSLUP/KoL/NIT04/20_21 |
| Earnest Money Deposit | Rs.8,000/-(Rupees eight thousand only) |
| Date and Time for issue/Publishing | 10:00 A.M. on 05.10.2020 |
| Document Download/Sale Start date and Time | 10:00 A.M. on 05.10.2020 |
| Bid submission Start date and Time | 10:00 A.M. on 05.10.2020 |
| Bid submission End date and Time | 05:00 P.M. on 07.11.2020 |
| Date and Time for Opening of Bids | 10:00 A.M. on 09.11.2020 |
| Address for Communication | Head, ICAR-National Bureau of Soil Survey and Land Use Planning, Regional Centre, Block-DK, Sector-II, Salt Lake City, Kolkata-700091 |

Sd/-
Head, ICAR-NBSS & LUP, Regional Centre, Kolkata

INSTRUCTION FOR ONLINE BID SUBMISSION

1. The tender form/bidder documents may be downloaded from the website: <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. **Manual/Offline bids shall not be accepted under any circumstances.**
2. Tender/bidders are requested to visit the Office website (<https://www.nbsslup.in>) and CPPP (<https://eprocure.gov.in/eprocure/app>) regularly. Any changes/ modifications in tender will be intimated by corrigendum through these websites only.
3. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Bureau/Institute reserves the right to accept or reject any or all the tenders.
4. The interested Firms are required to deposit **Tender Fee: Nil** and **Earnest Money Deposit (EMD)** of the amount **Rs.8,000/- (Rupees eight thousand only)** in the form of Demand Draft/Bank Guaranty from any of the Commercial Bank in favour of **ICAR-NBSS & LUP, payable at Kolkata** and addressed it to the **ICAR-National Bureau of Soil Survey & Land Use Planning, Regional Centre, Block-DK, Sector-II, Salt Lake City, Kolkata-700091** on or before bid opening date and time as mentioned in the Critical Date Sheet. Firms holding valid MSME, NSIC etc certificates are exempted from depositing EMD.
5. Bidders need not come at the time of Technical as well as Financial bid opening at ICAR-NBSS & LUP, Kolkata. They can view live bid opening after login on CPPP e-Procurement Portal at their remote end. If bidder wants to join bid opening event at ICAR-NBSS & LUP, Kolkata then they have to come with bid acknowledgement slip that is generated after successfully submission of online bid.
6. Quotation not found according to specification will be rejected.
7. Technical Evaluation: - before financial evaluation the bids shall be screened for eligibility in technical category on following basis (1) correct amount of EMD, (2) supporting documents in support of checklist. If any of discrepancy found at this screening stage the bids shall summarily be rejected.
8. Quotation should remain **valid for 3 months** from the date their quotation.
9. The rate should be on F.O.R. on Kolkata basis.
10. The valid **Trade License, PAN, GST, Income Tax return certificate (last two years), Experience certificate/ work completion certificate from Central/ State/**

Autonomous bodies (last three years), ESIC registration, EPF registration should be submitted along with quotation.

11. The rates should be quoted per month basis inclusive of all taxes.
12. **The firm with its HQ in the same city/location of NBSS&LUP, Regional Centre, Kolkata for which it is bidding to supply manpower shall be given preference.**
13. Successful firm will have to enter into a detailed contract agreement with ICAR-NBSS & LUP on non-judicial stamp paper of **Rs.50/-(Rupees fifty only)** or applicable as per the rule.
14. TDS as per rules shall be deducted from the bills of the contractor.
15. In case of any damage or loss to the ICAR-NBSS & LUP, Kolkata property or material directly or indirectly by the contractor's personal, the contractor shall be held fully responsible, and the ICAR-NBSSs & LUP, Kolkata shall be entitled to deduct appropriate amount with penalty from contract fees payable to the contractor, The amount of loss or damage as determined by the ICAR-NBSSs & LUP authority shall be final and binding on the contractor.
16. In case of any disputes, the decision of the Director, ICAR-NBSS & LUP, Nagpur shall be binding on the part of the contractor/supplier.
17. Director, ICAR-NBSS & LUP, Nagpur reserves the right to accept or reject any or all the quotations without assigning any reason.
18. The contractor has to depute one skilled worker to be attended during the office hours & beyond office hours if required.

Description of Works

Annual Maintenance Contract of Electrical Lines, Panels, Operating Pump etc in Scientist Home and Staff Quarters of Residential Complex at Bhoomi Vihar Complex, GB Block, Salt Lake, ICAR-NBSS & LUP, RC, Kolkata, Pin-700097.

1. Control of all electrical panels, power lines, AC and water cooler of Scientist Home.
2. Maintenance of lighting in Bhoomi Vihar Complex.
3. Maintenance of staircase lighting of all Staff Quarters at Bhoomi Vihar Complex.
4. Operation and maintenance of water pump including supplying of water at Bhoomi Vihar Complex.
5. Operation and maintenance of Generator as and when required and maintaining Log Book of Diesel consumption.

N.B. One skilled worker should to be attended during the office hours and beyond office hours if required.

Sd/-
HEAD
ICAR-NBSS & LUP, REGIONAL CENTRE
KOLKATA

