



ICAR-NATIONAL BUREAU OF SOIL SURVEY & LAND USE PLANNING
AMRAVATI ROAD: NAGPUR – 440033.

Phone: (0712) 2500545, 2500664, 2500226: Telefax: 91-0712-2500534

NOTICE INVITING ON LINE TENDER

File No. 1-316/St/2020-21

Date : 29.07.2020

The ICAR-National Bureau of Soil Survey & Land Use Planning, Nagpur is a Research Organization under the Indian Council of Agricultural Research, Department of Agricultural Research and Education, Ministry of Agriculture and Farmers Welfare, Government of India. The Acting Director, ICAR-National Bureau of Soil Survey & Land Use Planning, Nagpur, India, invites e-tenders through the website [URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) under two bid systems from eligible and qualified bidders for Printing of Annual Report of the Bureau.

CRITICAL DATE SHEET

Tender ID No.	2020_DARE_574984
Date and Time for Issue/Publishing	10.00 A.M. on 03/08/2020
Document Download/Sale Start Date and Time	10.00 A.M. on 03/08/2020
Bid Submission Start Date and Time	10.00 A.M. on 03/08/2020
Bid Submission End Date and Time	03.00 PM on 11/08/2020
Date and Time for Opening of Bids	03.00 PM on 11/08/2020
Address for Communication	ICAR-Director, National Bureau Of Soil Survey and Land Use Planning Amravati Road, Nagpur-440033

ASSTT. ADMINISTRATIVE OFFICER

SCHEDULE OF REQUIREMENT

Sl. No.	specification for printing material
1.	<u>Annual Report ()</u> 1. No. of Copies - 100 (One hundred) 2. Size - Laser typesetting, Print Area (18x23=414 SQCM) 10 point running matter Planning of text (with page makup), Multi-colour printing. 3. Cover Page - Printing of Cover Page 2 side (Glossy Art Card Paper) 250 GSM 4. Binding - Binding perfect 5. Lamination - Lamination of Cover, UV spot lamination 6. No. of Pages - 210 Pages (As per MS-word document) 7. Paper thickness of inside pages-130 GSM (Art Paper)

IMPORTANTNOTES:-

1. Tender Documents can be downloaded from the ICAR-NBSS&LUP website <https://www.nbsslup.in/or> from the Central Public Procurement Portal [URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) Bidders should enroll/register in the e-procurement module of Central Public Procurement Portal through the website: [URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) for participating in the bidding process. Bidders should also possess a valid Digital Signature Certificate (DSC) for online submission of bids.
2. **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.**
3. ICAR-NBSS&LUP, Nagpur reserves the right to accept/reject any or all the tenders in part/full without assigning any reason thereof.
4. **EMD should be submitted as per Terms & Conditions.**
5. ICAR-NBSS&LUP, Nagpur 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 [URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) and enroll their Digital Signature Certificate and upload their quotation well in advance.
6. Any change/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.

Asstt. Admn. Officer

1. The firms are also required to upload copies of the following documents failing which the bid of the concerned firm will be cancelled:-

(A) TECHNICAL BID

1. Scanned copy of Earnest Money Deposit (s EMD)/its exemption, if any.
2. Scanned copy of PAN Card,
3. Scanned copy of GST Registration.,
4. Tender Acceptance letter (Annexure-IV)
5. Scanned copy of balance sheet for the last three years.
6. Scan copy of annual turnover not less than Rs.50 lakhs in last three year.
7. Scan copy of experience/work order in relevant field from R&D Organization/GOI (autonomous body)/SAU for last three years.

(B) FINANCIAL BID /BOQ

- (a) Price Bid as BoQ_XXXX.xls to be filled online and submitted. Please note that the file name should not be changed.

Asstt. Admn. Officer

TERMS AND CONDITIONS

- 1) **The Bidder(s) may note that ONLINE BIDS will ONLY be accepted. All the requisite supporting documents as mentioned in the bid document should and must be uploaded On-line <http://eprocure.gov.in/eprocure/app>. The Bids sent through FAX, E-mail, by hand and/or by post shall not be accepted/ processed, in anycase.**
- 2) Price once quoted will be final and no further negotiation/alteration will be madethereafter.
- 3) The rates should be quoted as per the BOQ uploaded on the CPP Portal. Taxes, if any, should be indicated separately. the bidders are advised to download this BOQ_XXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the Financial Bid. The Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with ICAR-NBSS&LUP.
- 4) In case, holiday is declared by the Government on the day of opening the bids, or the above mentioned closing/opening day of the tender happened to be non-working day due to Bandh / Strike as any other reasons, the tender will be received & opened on the following working day at the sametime.
- 5) The firm must also possess valid PAN No., TIN No. & or Service Tax Registration Number and a copy of the same must be uploaded in the Cover-1 of theE-tender.
- 6) Bid Validity: **90days**.
- 7) The Director, ICAR-NBSS&LUP reserves the right to accept / reject any/ all tenders in part/ full without assigning any reasonthereof.
- 8) Our Institute is Registered with DSIR and we are exempted from Excise Duty & Custom Duty. Hence, CDEC/DSIR will be provided to the firm, if demanded. Rates should be quotedaccordingly.
- 9) **Bid Security (EMD)** : The units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Department shall be exempted from the payment of Bid Security (Earnest Money Deposit) as defined under Rule 157 of General Financial Rules (GFR), 2005. In such case, copy of the certificate showing registration with the Above mentioned institutions to be uploaded in Cover-I of the e-tender in PDFformat..
- 10) The Firm has to deposit the Bid Security (EMD) of **Rs. 10,000/- (Rupees Ten Thousand only)** in the shapeofDemandDraft drawn in favour**ICAR Unit- N.B.S.S.& L.U.P. Nagpur**andthesameshouldbereachedinthisOfficeonorbefore**duedate**inthe

shape of Demand Draft only drawn in any Nationalized Bank in favour of “**ICAR UNIT-NBSS&LUP**” payable at Nagpur,. The same should be sent through Speed Post / Regd. Post / Courier or handed over to the In-charge, Store, ICAR-NBSS&LUP, Nagpur in a sealed envelope duly superscribed “**EMD for Printing of Annual Report**” VIDE F.NO. 1-316/Store/2020-21.

- 11) This has to be submitted to this office duly filling the Name of the Tenderer and Tender reference number has to be furnished behind the EMD Demand Draft. The scanned copy of Earnest Money Deposit by way of Demand Draft in PDF form should be included in Cover-I of the E-tender. The offers without bid security will be rejected. The EMD will be returned to the unsuccessful bidders after the orders are placed with the successful bidder
- 12) Any bid security will not be linked to any pending amount in this organization
- 13) The EMD will be forfeited if the bidder fails to accept the order based on his/her offer/bid or fails to supply the items.
- 14) In respect of perishable stores, the damaged / rejected one should be replaced by the supplier, free of cost at the ultimate destination
- 15) **Delivery:** Maximum of four weeks from the date of supply order
- 16) **Payment : 100% of** the contract price on receipt of items by the consignee supported by satisfactory.
- 17) **Dispute resolution:** Decision of Director of the Institute 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. The seat of Arbitration will be Nagpur and language will be English. Laws of India will be applicable.
- 18) The rate should be quoted keeping in view of supply the material as per specification, delivery at F.O.R ICAR-NBSS&LUP, Nagpur inclusive of all costs, taxes , transportation charges, charges for loading & unloading the materials, etc.
- 19) The payment will be made on actual delivery of the materials in good condition. No advance payment will be made in any circumstances.
- 20) Proof of the matter for printing should be got approved from the Office before printing. Outside firms (Other than Nagpur) should send proof by person / courier. The firm must have to return the text proof / materials /photos of printing materials to this Institute’s concerned immediately after supply of the printing items.

Asstt. Admn. Officer

(On the letter head of the Firm)

FORM FOR BANKING DETAILS

Name of the Firm:

Registered /Postal Address:

1	Permanent Account Number (PAN) No.	
2	Service Tax Registration No., if applicable	
3	Bank details:	
	a	Bank Name
	b	Branch Address
	c	Account No.
	d	Type of Account (Current/Savings)
	e	MICR No
	f	RTGS/NEFT Code

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature

TENDER ACCEPTANCE LETTER
(To be given on Company letter head)

Date:

To,

The Director,
ICAR-
NBSS&LUP,
Amravati Road,
Nagpur - 440033

Sub: Acceptance of terms and Conditions

oftender. Tender ReferenceNo:

Name of the tender/work:-

Dear Dir,

1. I/we have downloaded the tender documents for the above mentioned Tender/work from the website(s) namely:

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

2. I/we hereby certify that I/we have read the entire terms and conditions of the tender documents from PageNo. _____ to _____ (including all documents like annexure(s), schedules(s), etc.,) which form part of the contract agreement and I/we shall abide hereby the terms/ conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document (s)/corrigendum(s) in its totality/entirety.
5. I/we do hereby declare that our Firm has not been blacklisted/debarred by any Govt.Department/Public Sector Undertaking.
6. I/we certify that all information furnished by our Firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)