



भाकृअनुप - भारतीय कदन्न अनुसंधान संस्थान
ICAR – INDIAN INSTITUTE OF MILLETS RESEARCH
(ज्वार अनुसंधान निदेशालय-DIRECTORATE OF SORGHUM RESEARCH)
राजेन्द्रनगर, हैदराबाद/Rajendranagar, Hyderabad-500030
Phone: 040-24599300.Faxno.040-24599304.www.millet.res.in



F.No.2-158/16-17/ST

Date: 31-05-2016

ENQUIRY

To -----

Dear Sir,

Sub:-Quotation for Purchase of Farm Consumables – reg

We are interested to take up the following **Purchase of Farm Consumables**. Detailed specifications, quantity required etc, are as below. Please forward your quotation in **two-way bid system** in a sealed cover with super scribing of enquiry number and date to the Director, IIMR, (DSR), Rajendranagar, Hyderabad-500030.

Enquiry should be submitted in sealed envelope. The envelope shall be addressed to the Director, Indian Institute of Millets Research, (IIMR), Rajendranagar; Hyderabad -500030, (purchaser) and it should also bear the tender enquiry number and name of the **Purchase of Farm Consumables**.

A DD of **Rs.200/-** towards enquiry fees and **Rs. 20,000/-**towards EMD in form of DD in favour of " ICAR UNIT-IIMR" payable at Hyderabad should be enclosed with technical bid otherwise your enquiry will not be considered except those who are registered with NSIC. In case of non supply of order as per purchase order/supply order the EMD will be forfeited.

Date and time for submission of quotation on or before 22.06.2016 up to 02.00 pm

Date and time for opening of technical bid 22.06.2016 at 03.00 pm

In the event of date specified proposal submission for Enquiry Receipt declared as closed holiday for Office, the due date for the submission of the Enquiry will be the following working day.

PROPOSAL SUBMISSION:

Interested bidders should submit both technical and financial proposals in two parts namely.

- | | | | |
|---|--------------------|----|-------------------------|
| A | Technical Proposal | -- | Part "A" -- Annexure-I |
| B | Financial Proposal | -- | Part "B" -- Annexure-II |

The technical and financial proposal must be submitted in two separate sealed envelopes indicating clearly on envelopes as "**TECHNICAL PROPOSAL**" and "**FINANCIAL PROPOSAL**". Financial proposal to indicate a warning "**DO NOT OPEN WITH THE TECHNICAL PROPOSAL**". The envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. This outer envelope shall bear the title of the assignment "**Quotation for Purchase of Farm Consumables**".

: 2 :

Technical Proposal should be prepared considering the detailed specifications of the item as mentioned in the Annexure-I. On the basis of detailed specification a check list is attached as **Annexure-I & III** which is must be submitted only along with the technical proposal, duly signed and sealed. Samples of the (*) marked Items should be enclosed with Tender Document otherwise the tender will not be considered. For similar types of items with different size, sample of any one size out of the mentioned sizes may be attached, which will be the same for all the sizes of that item or if different quality for different size are there, then sample for all the sizes should be attached. The bidder must fulfill all the conditions as per checklist. If someone is not fulfilling the criteria as per checklist, their proposal will be eliminated at technical consideration level and will not be considered for financial comparison. The technically qualified bidders will be informed the date & time of opening of Financial Bid.

FINANCIAL PROPOSAL CONTENT

Financial proposal (In Indian Rupees) should be in the form of a lump sum amount inclusive of all taxes etc., for the said **“Purchase of Farm Consumables”** and **should be submitted in the attached Annexure – II only**. Any other taxes should be clearly mentioned in the bid itself. No other conditions of the firms like advance payment, delivery duration, increased rate etc. are acceptable to us.

Yours faithfully,

(Saroj Kumar Singh)
Administrative Officer

Technical Proposal
Farm Consumables of good quality

Sl.No.	Farm/Field consumables	Quantity	Yes/No
1*	Lab Coats (Apron) small	20 No's	
2	Medium	50No's	
3	Large	30No's	
4*	Field coats – long, Size-(3"&4"Feet), & ¾th Hands With Four Pockets-(22X15cm)	120No's	
5	Twine Balls (1x4)	1600 Boxes	
6*	Measuring Tape (30Meters)	20 No's	
7*	Bird Scarring Ribbons boxes (1"Width 50microns)	500Boxes	
8*	Suthli (Jute Thread)	100 No's	
9*	Paraffin (Wax Cake/Biscuit type)	120 Kgs	
10	Naphthalene Balls (1kg packet)	350 Kgs	
11	Scissors(big) SS With Plastic Head, Size-(10" & 8"cm)	40&30No's	
12	Scissors(small) SS With Plastic Head, Size-(5"cm)	70 No's	
13*	Luggage Labels Rebit tags No;5 10.3card, 230gsm, Size-(10X5cm)	150000 No's	
14*	Kora Cloth Bag 250 gm Capacity	2500 No's	
15*	Kora Cloth Bags 500 gm Capacity	2500 No's	
16*	Kora Cloth Bag 1Kg Capacity Size-(30X17cm)	10000 No's	
17*	Kora Cloth Bags 2Kg Capacity Size-(37X22cm)	10000 No's	
18*	Kora Cloth Bags 3Kg Capacity Size-(40X25cm)	6000 No's	
19*	Kora Cloth Bags 5Kg Capacity Size "(45X30cm)	9000 No's	
20*	Kora Cloth Bags 10Kg Capacity Size "(52X35cm)	5000 No's	
21*	Plastic Bags 100 Kgs Capacity(urea)	1500 No's	
22*	Plastic Bags 50Kgs Capacity	1500 No's	
23*	Plastic Bags 25Kgs Capacity	1500 No's	
24*	Jute Gunny Bags 100 Kgs New Bag	300 No's	
25*	Jute Gunny Bags 50 Kgs New Bag	500 No's	
26*	Jute Gunny Bags 25 Kgs New Bag	1000 No's	
27*	Yellow Seed Covers, 60gsm Size-(15X8cm)	200000 No's	
28	Bamboo poles diameter 3.5cm Size-10"Feet Height	1000 No's	
29	Bamboo Pegs Size-2"Feet with knot on the top, sharp point at the bottom	30000 No's	
30*	Polythene Covers 50gms, Zip lock (1kg Packet) Size-(10X6cm)(60microns)	50 Kgs	
31*	Polythene Covers 100gms, Zip lock Size-(12X8cm)	25 Kgs	
32*	Polythene Covers 250gms, Zip lock Size-(15X10cm) 1kg pkt	25 Kgs	
33*	Polythene Covers 500gms, Zip lock Size-(22X15cm)	25 Kgs	
34*	Polythene Covers-5kg Zip lock Size-(45X30cm)	25 Kgs	
35*	Polythene Covers-10kg Zip lock Size-(52X35cm)	25 Kgs	
36*	Polythene Covers 50gms, Size-(10X6cm)(1kg Packet)	25 Kgs	
37*	Polythene Covers 100gms, (Size-(12X8cm)	70 Kgs	
38*	Polythene Covers 250gms,(Size-(15X10cm) 1kg pkt	70 Kgs	
39*	Polythene Covers 500gms, (Size-(22X15cm)	25 Kgs	

40*	Polythene Covers-1kg (60microns) Size-(30X17cm)	30 Kgs	
41*	Polythene Covers-2kg Size-(37X22cm)	30 Kgs	
42*	Polythene Covers-3kg Size-(40X25cm)	30 Kgs	
43*	Polythene Covers-4kg Size-(40X30cm)	25 Kgs	
44*	Polythene Covers-5kg Size-(45X30cm)	25 Kgs	
45*	Polythene Covers-10kg Size-(52X35cm)	25 Kgs	
46*	Plastic Rope (2cm dia) Size-(1X500meters)	5Bundles	
47	GI Boxes./Stainless Steel, Inside 1 Walls Size-(24"X18"X6")	20 No's	
48	GI Boxes./Stainless Steel, Inside 2 Walls Size-(24"X18"X6")	100 No's	
49	GI Boxes./Stainless Steel, Inside 3Walls, Size-(24"X18"X6")	100 No's	
50*	Parchment Covers (9X35cm)	110000 No's	
51*	Parchment Covers (9X50cm)	15000 No's	
52*	Parchment Covers (40X12X6cm) 56gsm	30000 No's	
53*	Parchment Covers (30X12X6cm) 56gsm	30000 No's	
54*	Parchment Covers (35X9cm) 56gsm	15000 No's	
55*	Parchment Covers (20X9cm) 56gsm	15000 No's	
56*	Parchment Covers (10X5cm)	3000 No's	
57*	Parchment Covers (20X10cm)	3000 No's	
58*	Parchment Covers (35X8cm) 56gsm	7000 No's	
59*	Parchment Covers (37X8cm) 56gsm	7000 No's	
60*	Parchment Covers (23X9cm) 56gsm	5000 No's	
61*	Parchment Covers (21X7X4cm)56gsm	5000 No's	
62*	Parchment Covers (30X10cm)	15000 No's	
63*	Butter Paper Covers(10X6cm, 56gsm)	5000 No's	
64	Secatures- Major (Felcon or its equalient) Size:- 225mmCutting Capacity-12-14mm, with non Slip Plastic Grip	50No's	
65	Cloth Hats (Field use)	50 No's	
66*	Tissue paper Rolls (Soft)	50 No's	
67*	Tissue paper Rolls (General) (Double layer)	50 No's	
68	Tarpaulin (Water Proof Cloth type) Size: 30'x18' , 15'x18' Colour: Kaki/Green	10 No's	

Before submitting the quotation you are requested to read the detailed instructions mentioned overleaf.

Certified that I have attached the sample of the * marked items mentioned above along with the technical bid.

Date: _____

Signature & Seal of the Firm

Email: _____

Place: _____

Ph .No (Office): _____

Cell: _____

Financial Proposal

Sl.No.	Farm/Field consumables	Quantity	Unit Price	Total Amount (Incl Taxes)
1*	Lab Coats (Apron) small	20 No's		
2	Medium	50No's		
3	Large	30No's		
4*	Field coats – long, Size-(3''&4''Feet), & ¾th Hands With Four Pockets-(22X15cm)	120No's		
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10	Naphthalene Balls (1kg packet)	350 Kgs		
11	Scissors(big) SS With Plastic Head, Size-(10''& 8''cm)	40&30No's		
12	Scissors(small) SS With Plastic Head, Size-(5''cm)	70 No's		
13*	Luggage Labels Rebit tags No;5 10.3card, 230gsm, Size-(10X5cm)	150000 No's		
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67*	Tissue paper Rolls (General) (Double layer)	50 No's		
68	Tarpaulin (Water Proof Cloth type) Size: 30'x18' , 15'x18' Colour: Kaki/Green	10 No's		

Note:

- 1) Items should be delivered at IIMR, Rajendranagar, Hyderabad -500030.
- 2) Sales tax/VAT should be indicated clearly, if any.
- 3) Prices should be quoted only in Indian rupees.
- 4) No other conditions of the firm will be accepted to us.

We are herewith undertaking that the details provided above are true and to abide by the terms and conditions contained in the bid document of IIMR.

Place: _____

Date: _____

Signature of authorised official
(with seal and stamp)

Name: _____

Designation: _____

Check list

Minimum requirements to be checked at the time of opening technical proposal by the committee.

1	Enquiry/Tender fees DDNO. Dt:	Y/N	Page No
2	EMD DD.No. Dt: (If availing NSIC exemption, Pl. provide Certificate)	Y/N	
3	Validity of the quotation :90 Days	Y/N	
4	Delivery period :30 days from the receipt of order	Y/N	
5	Original Tender form must be submitted duly signed and Stamped on each page	Y/N	
6	One supplier one Quotation only	Y/N	
7	Tax Identification Number copy of the firm (Self attested copy to be attached)	Y/N	
8	Copy of the PAN (Self attested copy to be attached)		
9	Price Quote must be in the format enclosed Annexure-II	Y/N	
10	Turn over should equal to or more than ₹ 20,00,000/- in any of the three years out of last five years-Copy must be enclosed. (copy of Annual Accounts/ Balance sheet Certified by CA or self attested must be enclosed as proof) 2014-2015 : Rs. _____ 2013-2014 : Rs. _____ 2012-2013 : Rs. _____ 2011-2012 : Rs. _____ 2010-2011 : Rs. _____	Y/N	
11	Any refusal or Non- supply of previous order. In case of refusal or non-supply of previous orders (Beyond the given time) the bid of such firms will not be considered.	Y/N	

Note:- If the firms don't enclose the related documents in support to this checklist, the tender will be rejected at preliminary stage.

I have gone through the conditions and certified that all the information provided are true. In case of any false information given by me, my tender may be rejected for which the purchaser will not be held responsible.

Date:
Place:

Signature of the bidder
Name:- _____
Seal and stamp:- _____

IMPORTANT INSTRUCTIONS

1. No advance payment will be made.
2. Payments will be made by RTGS/electronically within 30 days only on receipt of the stores in good condition. RTGS details may be submitted with the tender/enquiry/quotation.(Financial Bid)
3. The price quoted should be F.O.R, RAJENDRANAGAR, HYD-30, preferably door delivery to IIMR (DSR) premises.
4. The sales tax etc., should be clearly indicated separately wherever chargeable.
5. The acceptance of the quotation will rest solely with the Director, IIMR and reserves the right to reject or partially accept any or all the quotations received without assigning any reasons thereof.
6. Time is the essence of the order as our requirements are connected with time targeted research programmes. The date of delivery should be adhered to. Otherwise liquidated damages @ 2% per week subjected to maximum of 10% of the order value will be levied as per ICAR/Government of India rules from time to time. We are not taking parts supply normally, however Part supplies may be accepted with the approval of the competent authority, if required. In case of non-supply of order, EMD, will be forfeited and suitable penal action will be taken against the firm.
7. YOUR QUOTATION SHOULD BE VALID ATLEAST FOR THREE MONTHS FROM THE DATE OF SUBMISSION.
8. The consignment has to be supplied in 30 days time from the receipt of supply order.
9. The quantities are approximate, it may vary up to 30% you should accept the same as per final order depending upon our requirement as per the rate quoted by you.
10. The bidders are advised to read all the instructions contained in the tender document carefully.
11. All the documents required as per terms & conditions of the bid document should be page numbered and duly signed with seal by the Authorized Signatory. A certificate to this effect must be filled up and signed with seal as enclosed with the tender document.
12. Overwriting & Correction(S) should be attested properly incomplete & unsigned bids will not considered.
13. The bids received after the due date & time will be rejected out rightly. This office will not be held responsible for any postal delay.
14. Any disputes arising out of this order will be subject to the Jurisdiction of RangaReddy district.

Administrative Officer