



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.millets.res.in



F.No.2-182/17-18/ST

Date: 08-05-2017

ENQUIRY FOR LIMITED TENDER

To -----

Dear Sir,

Sub:-Quotation for Purchase of Farm Consumables – req

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 31.05.2017 up to 02.00 pm

Date and time for opening of technical bid 31.05.2017at 02.30 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 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 for each unit item 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,

Charles Ekka
Sr. Administrative Officer

Technical Proposal
Farm Consumables of good quality

Sl. No.	Farm Consumables Particulars	Quantity	Specify Yes/ No
1	Lab Coats (Apron) Size: 36, 40, 42 & 46No's	60 No's	
2	Field coats – long, Size-(3''&4''Feet), & ¾ th Hands With Four Pockets-(22X15cm) Size: 36, 40, 42 & 46No's	90 No's	
3	Twine Balls (1x4)	250 Boxes	
4	Measuring Tape (30Meters)	15 no's	
5	Bird Scarring Ribbons boxes (1''With 50microns)	260	
6	Suthli (Jute Thread) in kgs	100 Kgs	
7	Paraffin (Wax Cake/Biscuit type) in kgs	80Kgs	
8	Naphthalene Balls (1kg packet)	400Kgs	
9	Scissors(big) SS With Plastic Head, Size-10''	50 No's	
	Scissors(big) SS With Plastic Head, Size-8''	30 No's	
	Scissors(small) SS With Plastic Head, Size-5''	60 No's	
10	Plastic Trays (Rectangular 303)	60 No's	
11	Rubber Bands Size-2'' (1 Kg Packet)	25Kgs	
	Rubber Bands Size-3'' (1 Kg Packet)	25Kgs	
12	White Labels Rivet 200gsm Size-(10X5cm)	20000 No's	
13	Kora Cloth Bag 1Kg Capacity Size-(30X17cm)	8000 No's	
14	Kora Cloth Bags 2Kg Capacity Size-(37X22cm)	8000 No's	
15	Kora Cloth Bags 3Kg Capacity Size-(40X25cm)	7000 NO's	
16	Kora Cloth Bags 5Kg Capacity Size ''(45X30cm)	9000 No's	
17	Kora Cloth Bags 10Kg Capacity Size ''(52X35cm)	5000 No's	
18	Plastic Bags 100 Kgs Capacity	900 No's	
19	Plastic Bags 50Kgs Capacity	1700 No's	
20	Plastic Bags 25Kgs Capacity	1900 No's	
21	Jute Gunny Bags 50 Kgs	3000 No's	
22	Jute Gunny Bags 25 Kgs	1200 No's	
23	Yellow Seed Covers, 60gsm Size-(15X8cm)	10000 No's	
24	Bamboo Pegs Size-2''Feet	19000 No's	
25	Polythene Covers 50gms Size-(10X6cm) (1kg Packing)	3500 No's	
26	Polythene Covers 100gms Size-(12X8cm) (1kg Packing)	10000 No's	
27	Polythene Covers 250gms Size-(15X10cm) (1kg Packing)	4000 No's	
28	Polythene Covers 500gms Size-(22X15cm)	6000 No's	
29	Polythene Covers-1kg (60microns) Size-(30X17cm)	1500 No's	

30	Polythene Covers-2kg (60microns) Size-(37X22cm)	2500 No's	
31	Polythene Covers-3kg -do- Size-(40X25cm)	1000 No	
32	Polythene Covers-4kg -do- Size-(40X30cm)	2000 No's	
33	Polythene Covers-5kg -do- Size-(45X30cm)	500 No's	
34	Polythene Covers-10kg -do- Size-(52X35cm)	300 No's	
35	Plastic Rope (Thin) Size-(1X500meters)	20 No's	
36	GI Boxes./Stainless Steel, Inside 3Walls, 2 Walls Size-(24"X18"X6")	60 no's	
37	GI Boxes./Stainless Steel, Size-(H37"XL35"XW48")	10 No's	
38	Secatures- Major (Falcon or its equalient) Size:- 225mm Cutting Capacity-12-14mm, with non Slip Plastic Grip	50 No's	
39	Luggage Labels Rebit tags 10.3card, 230gsm, Size-(10X5cm) (Only Yellow Colour)	60000 No's	
40	Polythene Carry Bags 13X6cm	20kgs	
41	Polythene Carry Bags 16X20cm	20 Kgs	
42	Polythene Carry Bags 17X23cm	10 Kgs	
43	Colin Glass Cleaner (Big)	30 No's	
44	White Hats with IIMR emblem	30 No's	
45	Parchment covers Size: 42X12X6cm	150000 No's	
46	Parchment covers Size: 9X35cm	80000 No's	
47	Parchment covers Size: 9X50cm	10000 No's	
48	Butter paper covers Size: 10cmX6cm	50000 No's	
49	Butter paper covers Size: 42X10X12cm	20000 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 Consumables Particulars	Quantity	Unit Price	Total Amount
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48	Butter paper covers Size: 10cmX6cm	50000 No's		
49	Butter paper covers Size: 42X10X12cm	20000 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.

Signature of authorised official
(with seal and stamp)

Place: _____

Name: _____

Date: _____

Designation: _____

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Annexure-III

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 2015-2016 : Rs. _____ 2014-2015 : Rs. _____ 2013-2014 : Rs. _____ 2012-2013 : Rs. _____ 2011-2012 : 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 120 DAYS 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.