



भा कृ अ ष ज्वार अनुसंधान निदेशालय
ICAR-DIRECTORATE OF SORGHUM RESEARCH
राजेन्द्रनगर, हैदराबाद/Rajendranagar, Hyderabad-500030
Phone: 24018651,24015349, Fax no.24016378



F.No.2-129/2014-15/ST

ENQUIRY

Date:03-12-2014

To _____

Dear Sir,

Sub:-Quotation for Purchase of Sorghum Grain M35-I Maldandi - Reg.

We are interested to **Purchase of Sorghum Grain M35-I Maldandi**. Detailed specifications, quantity required etc. are as below. Please forward your quotation in **two-way bid system** in a sealed cover with superscription of enquiry number and date addressed to the Director, DSR, Rajendranagar, Hyderabad-500030. **Last Date of submission is 12.12.2014.**

The enquiry form and other details are available in DSR Website www.sorghum.res.in, which can be downloaded and cost of enquiry document Rs. 200/- and EMD of Rs. 6,000/- is to be submitted along with the tender by means of separate Demand drafts in favour of ICAR-Unit – DSR, Hyderabad. Enquires submitted without enquiry fee and EMD shall be rejected .

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" |
| b | Financial Proposal | -- | Part "B" |

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 **"Sorghum Grain M35-I Maldandi"**.

Technical Proposal should be prepared considering the detailed specifications of the work as mentioned below. On the basis of detailed specification a check list is attached as **Annexure-I** which is must be submitted only along with the technical proposal, duly signed and sealed. The technically qualified bidders will be informed the date & time of opening of Financial Bid.

FINANCIAL PROPOSAL CONTENT

1. Financial proposal (In Indian Rupees) should be in the form of a lump sum amount inclusive of all taxes etc., for the **said “Sorghum Grain M35-I Maldandi “** as per attached format as Annexure .II.

Terms and Conditions

1. A Sample of **Sorghum Grain M35-I Maldandi** must be submitting along with the tender for submitting it to technical committee for further consideration.
2. In case if the firm (Lowest quoted) selected cannot supply with the time frame, alternate L-2 may be opted and may be procured at L-1 price.
3. Contract should ordinarily be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the corresponding bidding document. However, where the lowest acceptable bidder against adhoc requirement is not in a position to supply the full quantity required the remaining quantity, as far as possible be ordered from the next higher responsive bidder at the rates offered by the lowest responsive bidder.
4. Good Quality of M35-I Maldandi rabi sorghum grain.
5. Free from foreign particles and stones etc.
6. Grain has to be uniform, bold and harvested in Rabi 2014 year only.
7. The consignment has to be supplied in 1 week days time from the date of issue of supply order.
8. PI will inspect the quality before finally purchasing from the selected vendor.

Yours faithfully,

Administrative Officer

Technical Bid for M35-I Maldandi rabi Sorghum Grain

Sl. No.	Description	Quantity
01.	M35-I Maldandi rabi Sorghum Grain •Good Quality of M35-I Maldandi rabi sorghum grain •Free from foreign particles and stones etc. •Grain has to be uniform, bold and harvested in Rabi 2014 year only •The consignment has to be supplied in 1 week days time from the date of issue of supply order.	10 Tons

Financial Bid

Sl. No.	Particulars	Quantity	Price Quoted(in figures) for full quantity	Price quoted (in word) for full quantity
01.	<p>Sorghum Grain M35-I Maldandi</p> <p>.Good Quality of M35-I Maldandi rabi sorghum grain .Free from foreign particles and stones etc. .Grain has to be uniform, bold and harvested in Rabi 2014 year only .The consignment has to be supplied in 1 week days time from the date of issue of supply order.</p>	10 Tons		
Grand total of the rates quoted				

Note 1: The Grand Total of rates of each unit of all types of items must be mentioned both in Figures and words otherwise the bid will be treated as rejected.

Note 2: The work will be awarded to the firm which total of rate for each unit of all type of items as mentioned above is lowest.

Signature of authorized representative of firm with Name & Seal

IMPORTANT INSTRUCTIONS

1. No advance payment will be made.
2. Sample should accompany the quotation, wherever necessary.
4. The quantities are approximate, it may vary you should accept the same as per final order depending upon our requirement as per the rate quoted by you.
5. The price quoted should be F.O.R, RAJENDRANAGAR, HYD-30, preferably door delivery to DSR premises.
6. Your rate(s) should include packing forwarding and insurance charges. The sales tax etc., should be clearly indicated separately wherever chargeable.
7. Payments will be made by RTGS/electronically within 30 days, only on receipt of the stores in good condition. RTGS details may also be submitted with the tender.
8. The acceptance of the quotation will rest solely with the Director, DSR and reserves the right to reject or partially accept any or all the quotations received without assigning any reasons thereof.
9. Time is the essence of the order as our requirements are connected with time targeted research programs. The date of delivery should be strictly adhered to. Otherwise liquidated damages will be levied as per ICAR/Govt. of India orders from time to time, if the delivery schedule is not adhered to. Part supplies not accepted under any circumstances.
10. YOUR QUOTATION SHOULD BE VALID ATLEAST FOR 90days FROM THE DATE OF SUBMISSION.
11. Items supplied should cover Guarantee of at least *ONE YEAR* from the date of installation/supply.
12. This office will not be held responsible for any postal delay.
13. You should also prepare to deposit security money in case of finalization of the order in your favour.

Check list

Minimum requirements to be checked at the time of opening tender by committee

1	Enquiry/Tender fees DDNO. Dt:	Y/N
2	EMD DD.No. Dt:	Y/N
3	Validity of the quotation :90 Days	Y/N
4	Delivery period :6-7 weeks	Y/N
5	ORIGINAL- Tender form must be submitted duly signed and Stamped on each page	Y/N
6	guarantee :one year	Y/N
7	One supplier one Quotation only	Y/N
8	Tax identification number copy of registration Certificate	Y/N
9	Sign of the firm or all pages	Y/N
10	Price Quote must be in the format enclosed Annex-II	Y/N
11	The annual gross turnover of the firm should be not less than Rs.10,00,000-00 at least for three years during last five years. 2013-2014 2012-2013 2011-2012 2010-2011 2009-2010 (Pls. enclose copies of ITRA/Audited balance sheet and P&L account etc.)	Y/N

Signature of the bidder