



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.1-719/15-16/ST

Date: 17-02-2016

**ENQUIRY**

To \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

**Sub:- Quotation for “Purchase of “Heavy (Trail) Disc Harrow-1No” – reg**

We are interested to take up the **Purchase of “Heavy (Trail) Disc Harrow-1No”**. Detailed specifications, quantity required etc, are detailed in Annexure-I. 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 “Heavy (Trail) Disc Harrow**.

A DD of **Rs.200/-** towards enquiry fees and **Rs. 3000/-** towards EMD in form of DD in favour of” ICAR UNIT-IIMR” Account payable at Hyderabad should be enclosed with technical bid otherwise your enquiry will not be considered. 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 04.03.2016 upto 02.00 pm**

**Date and time for opening of technical bid: 04.03.2016 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 “Heavy (Trail) Disc Harrow”**.

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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 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**

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 "Heavy (Trail)Disc Harrow"** and should be submitted in the **attached Annexure – II only.**

Yours faithfully,

**(Saroj Kumar Singh)**  
**Administrative Officer**

**Technical bid**

**Technical bid for “Purchase of “Heavy (Trail)Disc Harrow”**  
**(If any tenderer is having equipments of higher/latest specifications than our specifications, kindly quote for them also in the tender)**

| Sl.No. | Item                     | Specifications  |
|--------|--------------------------|---|
| 1.     | Heavy (Trail)Disc Harrow | A. 18 No.s Disc,<br>B. Frame (MM)- Length 3658,Width – 2489, Hight-1499<br>C. Disc Dia-610 mm<br>D. Disc Type: Front – cut way back- plain.<br>E. Disc spacing -210 mm<br>F. gang-Adjustable<br>G. Ball Bearing type<br>H. Towing on road- center tyre type |

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

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**Signature & Seal of the Firm**

**Email:** \_\_\_\_\_

**Ph .No (Office):** \_\_\_\_\_

**Cell:** \_\_\_\_\_

**Financial Proposal**

**Financial bid for “Purchase of “Heavy (Trail)Disc Harrow”**  
**(If any tenderer is having equipments of higher/latest specifications than our specifications, kindly quote for them also in the tender)**

| <b>Sl. No.</b> | <b>Specifications</b>   | <b>Quantity</b> | <b>Unit Rate</b> | <b>Total Amount (Including TAXES)</b> |
|----------------|---|-----------------|------------------|---------------------------------------|
| <b>01</b>      | A. 18 No.s Disc,<br>B. Frame (MM)- Length 3658,<br>Width – 2489, Hight-1499<br>C. Disc Dia-610 mm<br>D. Disc Type: Front – cut way back- plain.<br>E. Disc spacing -210 mm<br>F. gang-Adjustable<br>G. Ball Bearing type<br>H. Towing on road- center tyre type | <b>1 No.</b>    |                  |                                       |

**Note:**

- 1) Items should be delivered at IIMR.
- 2) Sales tax/VAT should be indicated clearly.
- 3) Prices should be quoted only in Indian rupees.

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.

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

Signature of authorised official  
(With seal and stamp)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

**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 also be submitted with the tender/enquiry/quotation.
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 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.
7. YOUR QUOTATION SHOULD BE VALID ATLEAST FOR THREE MONTHS FROM THE DATE OF SUBMISSION.
8. This office will not be held responsible for any postal delay.
9. The consignment has to be supplied in 3-4 weeks time from the placement of supply order.
10. Submit related Catalogues, if available.
11. Any disputes arising out of this order will be subject to the Jurisdiction of Ranga Reddy District.

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**Check list**

**Annexure-III**

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:  | Y/N |         |
| 3  | Validity of the quotation :90 Days  | Y/N |         |
| 4  | Delivery period :3-4 weeks  | 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  | Y/N |         |
| 8  | Copy of the PAN   |     |         |
| 9  | Price Quote must be in the format enclosed Annexure-II  | Y/N |         |
| 10 | Turn over should equal to or more than ₹ <u>10,00,000/-</u> in any of the three years out of last five years.<br>(copy of IT returns and copy of Annual Accounts Certified by CA or self attested must be enclosed as proof)<br>2014-2015<br>2013-2014<br>2012-2013<br>2011-2012<br>2010-2011 | Y/N |         |
| 11 | Any refusal or Non- supply of previous order. In case of refusal or non-supply of previous orders<br>(Beyond the given time) the bid of such firms will not be considered.  | Y/N |         |

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.

**Place:**

**Date:**

**Signature of the bidder**

**Name:-** \_\_\_\_\_

**Seal and stamp:-** \_\_\_\_\_