



CENTER ON RABI SORGHUM
(ICAR-Indian Institute of Millets Research)
NH-9, Bypass, Shelgi, SOLAPUR- 413 006, Maharashtra



F.No.15(1)/Admn/Tender/CRS/15-16

Date: 3-6-2015

ENQUIRY

To _____

Dear Sir,

Sub:- Quotation for supply of Farm Consumables –reg

We are interested to **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 addressed to the Officer In charge, Centre on Rabi Sorghum (ICAR-Indian Institute of Millets Research), NH-9 Bypass, Shelgi, Solapur-413 006 (Maharashtra).

Enquiry should be submitted in sealed envelope. The envelope shall be addressed to the **Officer In charge, Centre on Rabi Sorghum (ICAR-Indian Institute of Millets Research), NH-9 Bypass, Shelgi, Solapur-413 006 (Maharashtra) (Purchaser)** and it should also bear the tender enquiry number and name of the **Purchase of Farm Consumables**. A Demand Draft of Rs.200/- towards enquiry fees and Rs.2000/ towards EMD in form of DD in favour of **Officer Incharge, Centre on Rabi Sorghum, Solapur** Account payable at **Solapur** should be enclosed with technical bid otherwise your enquiry will not be considered.

Date and time for submission of quotation – on or before 11-6-2015 upto 11.00 AM

Date and time for opening of technical bid 11-6-2015 at 11.30 AM

Date and time for opening of financial bid -11-6-2015 at 2.00 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”**

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 **“Quotation for supply of Farm Consumables”**.

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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 seal. 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 **“Purchase of Farm Consumables”** and **should be submitted in the attached Annexure – II only.**

Yours faithfully,

Officer In-Charge
CRS (IIMR), Solapur

Technical Bid

SI No	Name of the item	Quantity	Specification	Yes/No
1.	Farm Yard Manure	60 Ton,s	Well decomposed Farm Yard manure	
2.	Tank Silt/Soil	300 Brass	Fertile black clayey soil from river/tank bed.	

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

Date: _____

Signature of authorized representative of firm with Name & Seal

Name: _____,

Email _____,

Ph.No.(Office) _____,

Cell _____,

Financial Bid

SI No	Name of the item	Quantity	Unit Price	Price quoted (In word) for full quantity including VAT/TAX
1.	Farm Yard Manure	60 Ton,s		
2.	Tank Silt/Soil	300 Brass		

Note :

- 1) Items should be delivered at Centre on Rabi Sorghum, NH-9 Bypass, Shelgi, Solapur 413 006 (MS)
- 2) Sales tax/VAT should be indicated clearly.
- 3) Prices should be quoted only in Indian rupees
- 4) 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.

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 CRS (IIMR), Solapur.

Date:_____

Signature of authorized representative of firm with Name & Seal

Name:_____

Email_____

Ph.No.(Office)_____

Cell_____

IMPORTANT INSTRUCTIONS

1. No advance payment will be made.
2. The price quoted should be F.O.R, NH-9, Bypass, Shegli, Solapur 413 006, preferably door delivery to CRS (IIMR), Solapur premises.
3. Your rate(s) should include packing forwarding etc. The sales tax etc., should be clearly indicated separately wherever chargeable.
4. Payments will be made electronically within 30 days after the receipt of materials in good condition & satisfactory report by the indentor. The bidders are requested to attach a copy of RTGS details along with Financial Bid for making online payment through RTGS.
5. The acceptance of the quotation will rest solely with the Officer Incharge, Centre on Rabi Sorghum (IIMR), Solapur/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 programme, or other assignments. The date of delivery should be strictly adhered to. Liquidated damages will be levied as per ICAR/Govt. of India orders from time to time, the delivery schedule is not adhered to. Part supplies will not be accepted under any circumstances.
7. **YOUR QUOTATION SHOULD BE VALID ATLEAST FOR THREE MONTHS (90DAYS) FROM THE DATE OF SUBMISSION.**
8. This office will not be held responsible for any postal delay.
9. You should also prepare to deposit security money in case of finalization of the order in our favour.
10. Submit your RTGS details along with the Financial Bid only.

Check list

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

1	Enquiry/Tender fees DDNO_____Dt_____	Yes/No	Page No.
2.	EMD DD.No . Dt:	Yes/No	
3.	Validity of the quotation :90 Days	Yes/No	
4.	Delivery period :6-7 weeks	Yes/No	
5.	ORIGINAL- Tender form must be submitted duly signed and Stamped on each page	Yes/No	
6.	guarantee :one year	Yes/No	
7.	One supplier one Quotation only	Yes/No	
8.	Tax identification number copy of registration Certificate	Yes/No	
9.	Sign of the firm or all pages	Yes/No	
10.	Price Quote must be in the format enclosed Annex-II	Yes/No	
11.	The annual gross turnover of the firm should be not less then Rs.2,00,000 at least for three years during last five years 2014-2015 2013-2014 2012-2013 2011-2012 2010-2011 (Pl. enclose copies of ITRA/Audited balance sheet and Profit & Loss account etc.,)	Yes/No	

Signature of the bidder