



भाकृअनुप – भारतीय कदन्न अनुसंधान संस्थान
ICAR – INDIAN INSTITUTE OF MILLETS RESEARCH
(ज्वार अनुसंधान निदेशालय-DIRECTORATE OF SORGHUM RESEARCH)

राजेन्द्रनगर, हैदराबाद/Rajendranagar, Hyderabad-500030.

Phone: 24015349(gen), 20020077(AO);Fax no.24016378.www.sorghum.res.in

F.No.2-128/14-15/ST

Date: 11-02-2015

ENQUIRY

To _____

Dear Sir,

Sub:- Quotation for Purchase of farm consumables – reg

We are interested to **Purchase of farm consumables** and the detailed specifications, quantity required etc. are furnished 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, DSR, Rajendranagar, Hyderabad-500030.

Enquiry should be submitted in sealed envelope. The envelope shall be addressed to the Director, DSR, Rajendranagar, Hyderabad -500030, (purchaser) and it should also bear the tender enquiry number and name of the **Purchase of farm consumables**.

DD's for An amount of Rs.200/- towards enquiry fee and Rs.2000/- towards EMD should be enclosed with technical bid otherwise your enquiry will not be considered. DD Should be in favour of "ICAR Unit-DSR, Hyderabad.

Date and time for submission of quotation on or before 09.03.2015 up to 02.00 pm.

Date and time for opening of technical bid 09.03.2015 at 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" |
| 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 "**Purchase of farm consumables**".

: 2 :

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

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,

Administrative Officer

Technical Proposal

Sl.No.	Farm/Field consumables		Quantity		Make
1	Lab Coats (Apron)	small	10	No's	
		Medium	30	No's	
		Large	40	No's	
2	Field coats - long		100	No's	
3	Twine Balls(BOXES)		430	boxes	
4	Brown Paper Covers		150000	No's	
5	Polythene Covers		68200	No's	
6	Measuring Tape 30M		20	No's	
7	Bird Scarring Ribbons boxes		530	boxes	
8	Suthli kg		130	Kgs	
9	Wax kg		90	Kgs	
10	Naphthalene Balls kg		200	Kgs	
11	Scissors(big)		50	No's	
12	Scissors(small)		50	No's	
13	Rubber Bands kg		995	Kgs	
14	White Labels		40250	No's	
15	Luggage Labels		75500	No's	
16	Cloth Bag 1Kg Capacity		9000	No's	
17	Cloth Bags 2Kg Capacity		5000	No's	
18	Cloth Bags 3Kg Capacity		3000	No's	
19	Cloth Bags 5Kg Capacity		4100	No's	
20	Cloth Bags 10Kg Capacity		1700	No's	
21	Plastic Bags 100 Kgs Capacity(urea)		1200	No's	
22	Plastic Bags 50Kgs Capacity		2000	No's	
23	Plastic Bags 25Kgs Capacity		3100	No's	
24	Jute Gunny Bags 100 Kgs		600	No's	
25	Jute Gunny Bags 50 Kgs		2300	No's	
26	Jute Gunny Bags 25 Kgs		1000	No's	
27	Butter Paper Covers		67000	No's	
28	Yellow Seed Covers		202000	No's	
29	Bamboo poles		2000	No's	

Sl.No.	Farm/Field consumables	Quantity		
30	Bamboo Pegs	21500	No's	
31	Polythene Covers 100gms	20100	No's	
32	Polythene Covers 250gms	19100	No's	
33	Polythene Covers 500gms	6500	No's	
34	Polythene Covers-1kg	6250	No's	
35	Polythene Covers-2kg	2350	No's	
36	Polythene Covers-3kg	1100	No's	
37	Polythene Covers-4kg	2300	No's	
38	Polythene Covers-5kg	5500	No's	
39	Polythene Covers-10kg	200	No's	
40	Polythene Covers 50gms	5000	No's	

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

Date: _____

Signature & Seal of the Firm

Email: _____

Ph .No (Office): _____

Cell: _____

Financial Proposal

Sl.No.	Farm/Field consumables	Quantity		Unit Price	Total Price	Sales Tax/vat	Total Amount
1	Lab Coats (Apron)	small	10	No's			
		Medium	30	No's			
		Large	40	No's			
2	Field coats - long	100	No's				
3	Twine Balls(BOXES)	430	boxes				
4	Brown Paper Covers	150000	No's				
5	Polythene Covers	68200	No's				
6	Measuring Tape 30M	20	No's				
7	Bird Scarring Ribbons boxes	530	boxes				
8	Suthli kg	130	Kgs				
9	Wax kg	90	Kgs				
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38	Polythene Covers-5kg	5500	No's				
39	Polythene Covers-10kg	200	No's				
40	Polythene Covers 50gms	5000	No's				

Note :

- 1) Items should be delivered at DSR.
- 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 DSR.

Signature of authorised official
(with seal and stamp)

Name : _____

Designation: _____

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IMPORTANT INSTRUCTIONS

1. No advance payment will be made.
2. The price quoted should be F.O.R, RAJENDRANAGAR, HYD-30, preferably door delivery to DSR 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 indenter. 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 Director, DSR 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 FROM THE DATE OF SUBMISSION.
8. This office will not be held responsible for any postal delay.
9. 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:	Y/N	Page No
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 annul gross turnover of the firm should be not less then Rs. 2,00,000 at least for three years during last five years. 2013-2014 2012-2013 2011-2012 2010-2011 2009-2010 (Pl. enclose copies of ITRA/Audited balance sheet and P&L account etc.)	Y/N	

Signature of the bidder