E-TENDERS NOTICE INVITING
(NATIONAL COMPETITIVE BIDDING)

Online bids are invited on Single bid system for WORK CONTRACT OF
HARESTING OF FODDER CROP ETC. AT NDRI, Karnal

Tender documents may be downloaded from NDRI web site www.ndri.res.in (for reference only) and
CPPP site https://eprocure.gov.in/eprocure/app as per the schedule as given in

CRITICAL DATE SHEET as under:-

<table>
<thead>
<tr>
<th>Published Date</th>
<th>12.5.2020 (4.00PM)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online-Bid Document</td>
<td></td>
</tr>
<tr>
<td>Download Start Date</td>
<td>12.5.2020 (4.00PM)</td>
</tr>
<tr>
<td>Online-Bid Submission</td>
<td></td>
</tr>
<tr>
<td>Start Date</td>
<td>12.5.2020 (4.00PM)</td>
</tr>
<tr>
<td>Online-Bid Submission</td>
<td></td>
</tr>
<tr>
<td>End Date</td>
<td>4.6.2020 (11:50AM)</td>
</tr>
<tr>
<td>Online-Bid (Technical)</td>
<td></td>
</tr>
<tr>
<td>Opening Date</td>
<td>05.6.2020 (11:55AM)</td>
</tr>
<tr>
<td>Place of Opening of</td>
<td>Chamber of</td>
</tr>
<tr>
<td>Technical bid</td>
<td>Asst.Administrative Officer</td>
</tr>
<tr>
<td></td>
<td>(P)</td>
</tr>
<tr>
<td>Date of Opening of</td>
<td>Will be notified later</td>
</tr>
<tr>
<td>Financial Bid</td>
<td></td>
</tr>
<tr>
<td>Address for communication</td>
<td>Purchase Section, ICAR-</td>
</tr>
<tr>
<td></td>
<td>NDRI, Karnal-132001</td>
</tr>
</tbody>
</table>

1. On behalf of Director, ICAR-NDRI, Karnal, e-Quotations/tenders/Bids are invited from the registered
firms/contractors on portal only for WORK CONTRACT OF HARVESTING OF VARIOUS
The e-Quotations/ebids duly signed & completed in all respect should be submitted with scan documents online at CPPP latest by 04.6.2020 (11:50AM). The incomplete Quotations/bids will be treated as rejected. The Bids received after stipulated date & time will not be considered & outrightly rejected, and no correspondence in this regard will be entertained.

2. The Tender form/bid-documents may be downloaded from the https://eprocure.gov.in/eprocure/app. Online submission of Bids through Central Public Procurement Portal (https://eprocure.gov.in/eprocure/app) is mandatory. Manual/Offline bids shall not be accepted under any circumstances. However, for the purpose of realisation, the bidder has to send the Demand Draft/ banker’s cheque/ pay order for EMD in original to this institute through post or by hand so as to reach before the date & time of opening of tender.

3. Tenderers/bidders are requested to visit the website https://eprocure.gov.in/eprocure/app regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.

4. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Director, ICAR-NDRI, Karnal reserves the right to accept or reject any or all the tenders.

5. The firms are required to upload copies of the following documents in pdf:-

   **Technical Bid**
   a) Registration certificate of the firm under State/Central Govt.under Shop & Estt. Act. or any other act indicating date of inception
   b) Minimum Turnover of the firm should be Rs. 50 lacs for the financial year 2018-19 alongwith certified copy of audited document by bonafide CA supported by ITR and Form-16 including Profit & Loss Statement
   c) Minimum manpower of 10 Nos. on roll evidenced by statement of depositing ESI/EPF for any month of previous year
   d) Copy of ISO 9001 Certification, if available.
   e) To prove experience in working in Govt. Institutes/Organisations/PSUs, please attach list as per Annexure-III to tender document supported by work done satisfactory certificate for each work Contract.
   f) The contractor/agency must have a registration with the Contract Labour (Regulation and Abolition) Act, 1970. The contractor shall obtain the labour license under this Act.
   g) Copy of PAN & GST registration certificate issued by Govt.
   h) Copy of Cancelled Cheque.
   i) EMD of Rs. 50,000/- in the shape of pay order/Demand Draft in F/o “ICAR Unit-NDRI, Karnal”
   j) An undertaking to the effect that the dealings of firm never blacklisted or dealings stopped or temporary ban by any Govt. Organisation/Institutions/Department. In case, if it is found incorrect or guilty at any stage, the Job Contract is liable to be terminated immediately & further dealings stopped with the firm.
Clarification on Technical Bid Evaluation:

a. The technical bids shall be evaluated based on the available documents submitted by the bidder. To assist in the examination, evaluation, and comparison of the bids, and qualification of the bidders, the Client may, at its discretion, ask any bidder for a clarification of its bid. Any clarification submitted by a bidder that is not in response to a request by the Client shall not be considered. The Client’s request for clarification and the response shall be in writing.

b. If a bidder does not provide clarification of its bid by the date and time set in the Client’s request for clarification, its bid may be rejected.

c. Client also reserves right to seek confirmation/clarification from the issuer agency, on the supporting documents submitted by the bidder.

6. **Financial Bid:**

   Financial bid should be quoted as per BOQ.

7. **Financial Bids of technical responsive firms will only be opened.**

8. **Financial Bids Evaluation:** Evaluation will be done on lowest rate basis.

9. The Bidders may submit their Techno-Commercial bids and price bids online on the portal of CPP. No conditional bids shall be allowed/accepted. Bidders will have to upload scanned copies of various documents required for their eligibility and all other documents as specified in NIT including techno-commercial bid in cover-I, and price bid in Cover-II separately as instructed in the bid document. The bidder will have to give an undertaking online that if the information/declaration/scanned documents furnished in respect of eligibility criteria are found to be wrong or misleading at any stage, they will be liable to punitive action against them by the department. Evidence towards submission of **EMD amounting to Rs.50,000/- (Rs. Fifty thousand only) (in the shape of demand draft/pay order) is to be submitted in the electronic format online (by scanning) while uploading the bid.** This submission shall mean that EMD is received electronically. However, for the purpose of realisation, the bidder has to send the Demand Draft/pay order in original to this institute through post or by hand so as to reach before the time of tender opening. In case of exemption of EMD, the scanned copy of the document in support of exemption will have to be uploaded by the bidder during bid submission.

11. The firms registered with NSIC/MSME/Start Up as recognised by DIPP for supply of Manpower only are exempted from submission of EMD on submission of relevant valid documentary proof in pdf format in the technical bid but no exemption from performance security.

12. The Financial Bid of the Technically Qualified bidders only will be opened after short listing of techno-commercially acceptable bidder with due information through system generated emails & SMS alerts.

13. **Bid Opening:** Both the techno-commercial and price bids will be opened online by the bid openers mentioned at the time of creation of the tender online. Relevant bidders can simultaneously take part in bid opening online and can see the resultant bids, of all bidders. The system automatically generates a technical scrutiny report and commercial
scrutiny report in case of the techno-commercial bid opening and a price comparative statement in case of price bid opening which can also be seen by participating bidders online.

14. Notwithstanding the above, the purchaser, reserves the right to accept or reject any quotation or annual the tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenderers.

GENERAL TERMS & CONDITIONS:

1. The Director, NDRI, Karnal reserves the right to reject any or all Tenders in whole or in part without assigning any reason therefore. The decision of Director, NDRI, Karnal shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.

2. The staff provided should also maintain secrecy and discipline in the premises of Institute and required to be present for the whole period of the office hours of Institute/Estate Section also.

3. Any kind of loss of the Govt./Institute’s property due to the negligence of the contractor labours will be deducted from the bill of that month.

4. During the contract period the institute will not be responsible for any mis-happening of contractual labour like snake bite, skin disease or any accident/injury (including death) of the labour and it will be fully responsibility of the contractor.

5. The contractor will issue identity cards to his workers.

6. The contractor shall keep a complaint register with his supervisor in FM Section, and it shall be open for verification by the authorized officer of NDRI for the purpose. All complaints should be immediately attended to by the Agency.

7. The agreement is terminable with one month notice on either Side.

8. The contractor shall not sublet the work without prior written permission of the NDRI, Karnal.

9. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.

10. The selected agency shall employ good and reliable persons with robust health of age group of 21 to 45 years. In case any of the personnel so provided is not found suitable by the NDRI, the NDRI shall have the right to ask for his replacement without giving any reason thereof and the agency shall on receipt of a written communication will have to replace such persons immediately.

11. The persons so provided by the agency under this contract will not be the employee of the NDRI and there will be no employer-employee relationship between the NDRI and the person so engaged by the contractor in the aforesaid services.

12. Payment for service contract will be made monthly upon submission of pre-receipted bill through electronic mode.

13. After physical inspection of the site, every detailed assessment/requirements of personnel for nursery work as mentioned in the Schedule II at the NDRI, Karnal shall have to be furnished along with the Tender. However, the Tenders should indicate only the lump-sum amount (per quintal basis) for harvesting of fodder crops (Green as well as Dry) No request for alteration in the rates once quoted will be permitted during contract period.

14. The rates to be quoted should include cost of each and every item including transportation cost, manpower cost and taxes etc. The Institute shall not bear any extra charge on any account whatsoever i.e. EPF & ESI contribution, Uniform, Liveries, OTA etc.

15. The contractor will discharge all his legal obligations in respect of the workers/supervisors to be employed/deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the NDRI from any claims, loss or damages that may be caused to it on account of any failure to
comply with the obligations under various laws. In case of any dispute, the decision of Director, National Dairy Research Institute, Karnal shall be final and binding on the contractor.

16. Income Tax will be deducted from the payments due for the work done as per rule.
17. Changing of Supervisor/Staff should be intimated to the In-charge, FM Section.
18. The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the Contract.
19. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt., State Govt. relating to this contract made applicable from time to time.
20. The Agency/Contractor shall be displayed a copy of license promptly at the premises of the contract/work.
21. Quantity of fodder to be harvested & supplied to Cattle Yard daily by the contractor will be decided by I/c, FM Section and will be intimated to the contractor in advance.
22. No patch will be left un-harvested in the field allotted to the contractor and doing so a sum of Rs.500/- per acre will be deducted from the bill of the contractor. Allotment of field(s) will be the discretion of the I/c, FM Section.
23. Fodder will have to be loaded in the trolleys on the road side of the field in case of rain or wet.
24. In case of unsatisfactory working/performance of the contractor or if he fails to get harvested fodder above 80% of the total requirement for more than 5 days continuously, his contract will be terminated without any benefit & also result in forfeiture of performance security.
25. In case less supply against decided quantity of fodder accordingly quoted rates per quintal will be deducted from the bill of that quantity which falls short of decided one.
26. The rates of harvesting noted above are including of loading of fodder in trolleys.
27. Successful Tenderer will have to enter into a detailed contract agreement with NDRI on non-judicial stamp paper of appropriate value for each work.
28. Risk Clause: NDRI reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at his risk and cost of current agency and excess expenditure incurred on account of this can be recovered from Performance Security or pending bills or by rising a separate claim.
29. The details of Work (in English) and other terms & conditions (in Hindi) are attached as Annexure-I and Annexure-II respectively for compliance of the firm/contractor.

LIQUIDATED DAMAGES CLAUSE:

1. An amount mentioned in Annexure-I will be levied as liquidated damages.
2. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately.

The Director, National Dairy Research Institute, Karnal reserves the right to reject any or all Tenders in whole or in part without assigning any reasons therefore. The decision of Director, National Dairy Research Institute, Karnal shall be final and binding on the contractor/agency in respect of any clause covered under the Contract.

Yours faithfully,

Admn. Officer(P)
National Dairy Research Institute,
Karnal-132001 (Haryana)
DETAILS OF WORK TO BE CARRIED OUT DURING 15.6.2020 TO 14.6.2021 :-

A. Harvesting of the following fodder crops from field and loading in trolleys to transport upto weighing bridge (APPROXIMATELY 2,50,000 Qtls) during the period of the contract:-

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of crops</th>
<th>Green Fodder (DM% upto)</th>
<th>Dry Fodder (DM% More than)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>BERSEEM &amp; ITS MIXTURE</td>
<td>18%</td>
<td>25%</td>
</tr>
<tr>
<td>2.</td>
<td>OATS &amp; MIXTURE</td>
<td>22%</td>
<td>30%</td>
</tr>
<tr>
<td>3.</td>
<td>ALFA ALFA &amp; MIXTURE</td>
<td>20%</td>
<td>30%</td>
</tr>
<tr>
<td>4.</td>
<td>COWPEA &amp; MIXTURE</td>
<td>20%</td>
<td>30%</td>
</tr>
<tr>
<td>5.</td>
<td>SUGARGRAZE &amp; ITS MIXTURE</td>
<td>30%</td>
<td>35%</td>
</tr>
<tr>
<td>6.</td>
<td>MAIZE &amp; ITS MIXTURE</td>
<td>25%</td>
<td>35%</td>
</tr>
<tr>
<td>7.</td>
<td>JOWAR &amp; ITS MIXTURE</td>
<td>30%</td>
<td>35%</td>
</tr>
<tr>
<td>8.</td>
<td>NUTRIFODDER/NUTRIFEED &amp; ITS MIXTURE</td>
<td>25%</td>
<td>35%</td>
</tr>
<tr>
<td>9.</td>
<td>MUSTARD FODDER</td>
<td>15%</td>
<td>NIL</td>
</tr>
<tr>
<td>10.</td>
<td>WEED &amp; GRASSES</td>
<td>18%</td>
<td>35%</td>
</tr>
<tr>
<td>11.</td>
<td>SILAGE MAKING PROCESS</td>
<td>30%</td>
<td>NIL</td>
</tr>
<tr>
<td>12.</td>
<td>NAPIER GRASS &amp; OTHER PERENNIAL GRASS WITH MIXTURE</td>
<td>25%</td>
<td>35%</td>
</tr>
<tr>
<td>13.</td>
<td>WHEAT &amp; BARLEY</td>
<td>25%</td>
<td>35%</td>
</tr>
<tr>
<td>14.</td>
<td>GUAR</td>
<td>25%</td>
<td>35%</td>
</tr>
<tr>
<td>15.</td>
<td>Collection + Loading charges for Green Fodder on trailer in the field harvested by reapers of NDRI own source</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

B. The harvesting of fodder crops by the Contractor will include its loading in trolleys. The above crops to be harvested in different quantities according to the requirement of fodder which will be circulated to contractor from time to time.

Cont’d as Terms & Conditions in Hindi
बारा उत्पादन अनुमान में वर्ष 2020-21 के पूरे वर्ष के लिए दिये जाने वाले कटाई के ठेके के लिए लागू नियम व शास्त्र ।

1. ठेकेदार को कार्य शुरू करने से पहले NDRI, कैंसिशर के पास सुख्सा धनपाषं नियमानुसार जमा करनी होगी जो कार्य पूरा होने के बाद वापिस कर दी जा गई ।

2. यदि लापरवाही या जानबुझकर संस्थान की किसी भी प्रोपर्टी अथवा फसल को नुकसान ठेकेदार या उसकी छाया के द्वारा किया गया तो नुकसान की भरपाई ठेकेदार के बिल में से या सिक्योरिटी ग्यारे की जाएगी ।

3. चारे की मात्रा की कटाई व आपूर्ति के बारे में प्रभारी चारा उत्पादन अनुमान द्वारा ठेकेदार को समय-समय पर सुसंचालित किया जाएगा तथा ठेकेदार द्वारा चारे की फसल की कटाई हर 15 दिन के अंतर में लिखे वाले चारा आपूर्ति के संपादक पर होगी । ये चारा आपूर्ति प्रभारी चारा उत्पादन अनुमान द्वारा जारी किया जाएगा व प्रतिवेदन माह में बिल के साथ इनकी कंपनी संलग्न की जाएगी अन्यथा बिल आगे नहीं बढाया जाएगा । साथ ही मात्रा के आधार पर चारे की सलाह कम होने पर हर फसल के लिए ठेकेदार को निर्देशित मात्रा की कटाई की अस्वीकार्य यथार्थ द्वारा प्रस्तुत किये गये बिल में से की जाएगी ।

4. जो भी खेत ठेकेदार को कटाई के लिए दिया जाएगा यदि उसमे कोई भी जगह (पैंच) बिना कटाई के छोड़ा जाएगा तो उसने क्षेत्रफल की कटाई 500/- प्रति एकड़ एरिया के दर से काटी जाएगी । खेत का आवंटन करने का अधिकार प्रभारी फार्म में निर्धारित होगा ।

5. बरसात के समय में या गीला मौसम से अग्रवाल बारे की ट्राली को खेत से बाहर लौट किया जाएगा ।

6. मात्रा के आधार पर चारे की सलाह कम होने पर हर फसल के लिए ठेकेदार को निर्देशित मात्रा की कटाई, उसके द्वारा प्रस्तुत किये गये रेट की आधी मात्रा के बराबर बिल में से काटी जाएगी ।

7. चारे की कटाई का रेट ट्राली में भाराई समेत होगा ।

8. ठेकेदार को भारत सरकार द्वारा निर्धारित किये गये लेवर अधिनियम / नियमों का संरक्षण पर पालन करना होगा जोकि समय-समय पर बदलते भी रहते हैं तथा ठेकेदार नियम व शास्त्र का पालन करने पर पूरे तरीके से संबंधित बिल होगा ।

9. ठेकेदार द्वारा जो चारे कटाई बुलाई के लिए लगाई जाएगी जिसमे कटाई के समय किसी अविस्तर घटना व नि-शास्त्रिक नुकसान की भरपाई संस्थान के द्वारा नहीं की जाएगी उसके लिए ठेकेदार खुद जिम्मेदार होगा ।

10. कटाई का रेट प्रति टन दौरान दर से भराई होगा व लेवर नियम कानून के अनुसार ESI,FPF,Tax आदि ठेकेदार को पूरे करने होगे ।

11. ठेकेदार द्वारा छाया कटाई का समय व कार्य स्थल दर्शाना होगा व First aid box भी कार्य स्थल पर उपलब्ध करवाना होगा ।

12. सर्दियों में पशु के नीचे बिचराए हेतु कार्य की नालियों, सड़कों के किनारे व खाली खेतों में उगी हई जंगली घास की कटाई व लदाई का कार्य करवाना होगा । साथ ही घास की कटाई के लिए रेट भी ठेके पर भरने होगे ।
'अविलुकता या व्याख्या ने लाये की बदल की उपचारकारिता 90 ख़ुराक प्रति एकड़ से कम रहने के लिए उस पर कठोर लाठी लगभग होगी (सभी सिमिल जहां वहाँ)। अगर भूमि-पौधा फसलों के लिए का उपयोग नहीं किया जाता, तो यह अवचारकारिता का कारण बना सकता है। 

14. बांस को लेकर 6 विंट (ढ़ोंकी, ढोंकी, ढोंकी, ढोंकी, ढोंकी, ढोंकी) जापन की प्रादेशिक अनुमान की आवश्यकता से अपना उपयोग करने की विधि में विशेषता है तथा पूरा करने में मदद करेगा।

15. जैसे भी फसल का ब्याज के बदले उसके लिए गुलाम कोई भी इस्तेमाल या अन्य तस्कर में पैंत किया जाता है। उसके साथ उक्त गुलाम कोई भी इस्तेमाल या अन्य तस्कर में पैंत किया जाता है। अगर इस व्यवसाय में धन्यवाद का कोई प्रभाव नहीं है तो ऊपरांतर के कारण वास्तविक अनुमान द्वारा हारा बढ़ता है। नतीजे यहाँ पर संख्या करने होगी।

16. चार्ल्स हार्ट्स मोर्च की धारा 6 अन्य बांस के जिम्मेदार के उपयोग की कीमती।

17. बांस के भंडारण के लिए डेढ़ इंच के रूप में है। यह में 1000 स्टाइल गठबंधन कोई भी अनुमान की गर्मी ध्यान से विशेष ध्यान का वो जाने वाली छाप की नटा ले अनुमान करेगा।

18. इसलिए फसल को निर्देश देने वाली अधिकतम 3/4 एक्स्टेर रो जा जाती है।

19. इन व्यवस्थाओं को लेकर के बांस का प्रेषण वाले उपयोगशील अ-स्थायी अपने 500 प्रतिभित अनेक से कार्य लिए जाएगा।
### Details of the Minimum 3 years experience / work done:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Deptt. / Organization &amp; Name of contact Person with Phone Number</th>
<th>Period</th>
<th>Description of Job/Work Contract and No. of staff deployed</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>From</td>
<td></td>
<td>To</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Authorized Signatory)