भारतीय कृषि अनुसंधान परिषद की ओर से निदेशक, केंद्रीय भैंस अनुसंधान संस्थान, हिसार द्वारा संस्थान में दो AC गाड़ियाँ—2017 मॉडल की जैसे (i) Swift Desire or equivalent (Sedan) (ii) Swift/Baleno/Ignis/i20/Balero/Nexon or equivalent (hatchback) की राशि पर लगाने हेतु ई-निविदायें आमंत्रित की जाती हैं। जो दिनांक 20.08.2018 को दोपहर बाद 2.30 बजे तक जमा की जा सकती है तथा दिनांक 21.08.2018 3.00 बजे खोली जायेगी। अन्य विवरण व शर्त संस्थान की वेबसाइट: www.cirb.res.in और for online bids on https://eprocure.gov.in/eprocure/app. पर देखी जा सकती है।

कार्यालय अंदाज
F. NO. 4-33/CPS/2018-19

E-TENDER NOTICE

Dated: 24.07.2018

On behalf of Secretary ICAR, Director, ICAR - Central Institute for Research on Buffaloes, Hisar (Haryana) invites E-tenders from reputed bidders/suppliers for contract work for hiring of vehicles:-

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of Contract Work (s)</th>
<th>EMD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>(i) Technical bid</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(ii) Price Bid are invited from eligible bidders/Contractors for contract work for hiring of vehicles viz:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(i) Swift Desire or equivalent (Sedan) - AC</td>
<td>(1) Rs.15,000/-</td>
</tr>
<tr>
<td></td>
<td>(ii) Swift/Baleno/Ignis/i20/Balero/Nexon or equivalent (hatchback) - AC</td>
<td>(2) Rs.15,000/-</td>
</tr>
</tbody>
</table>

Interested and eligible bidders may obtain further information from the office of Head of Office, ICAR - Central Institute for Research on Buffaloes, Sirsa Road, Hisar-125001 (Haryana) and inspect/inquire the bidding documents at the above address on any working day between 10.00 A.M. to 5.00 P.M. The closing and opening dates of the bidding documents will be as per schedule/detail given as under:-

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Publish Date</th>
<th>Document Download</th>
<th>Bid Submission End Date</th>
<th>Bid Opening Date (Technical/Financial bid)</th>
<th>Tender Cost</th>
</tr>
</thead>
</table>

The interested Contractor/bidder will submit bids through E-Tendering. EMD and Tender Cost of appropriate amounts in the form of demand drafts in favour of Director, CIRB, Hisar so as to reach this office by 20.08.2018 upto 2.30 P.M. through SPEED POST OR BY HAND.

1. Tenders received late or without Tender Cost / EMD will be rejected.
2. The tenderer should not have been blacklisted from any government department / undertaking. An undertaking to this effect should be enclosed with the technical bid.
3. In the event of any of the above date being declared as a holiday/closed day for the purchaser, the bids will be sold/received/opened on the next working day at the scheduled time.
4. For any quarry related to the above work please contact Sh. Joginder Singh, Head of Office (01662-281615 (o)) before bid submission.
5. Director, CIRB, Hisar reserves the right to accept/reject any or all the tenders without assigning any reason.

[Signature]
Head of Office
01662-281615 (O)
TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

________________________________________

________________________________________

________________________________________

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: ______________________

Name of Tender / Work: -

________________________________________

________________________________________

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

________________________________________

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents including all documents like annexure(s), schedule(s), etc., which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)
Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at https://eprocure.gov.in/eprocure/app.

REGISTRATION

1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.

2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.

5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.

6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF / JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My
Space" area while submitting a bid, and need not be uploaded again and again. This will lead
to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1) Bidder should log into the site well in advance for bid submission so that they can upload the
bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay
due to other issues.

2) The bidder has to digitally sign and upload the required bid documents one by one as
indicated in the tender document.

3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable
and enter details of the instrument.

4) Bidder should prepare the EMD as per the instructions specified in the tender document. The
original should be posted/couriered/given in person to the concerned official, latest by the last
date of bid submission or as specified in the tender documents. The details of the DD/any
other accepted instrument, physically sent, should tally with the details available in the
scanned copy and the data entered during bid submission time. Otherwise the uploaded bid
will be rejected.

5) Bidders are requested to note that they should necessarily submit their financial bids in the
format provided and no other format is acceptable. If the price bid has been given as a
standard BoQ format with the tender document, then the same is to be downloaded and to be
filled by all the bidders. Bidders are required to download the BoQ file, open it and complete
the white coloured (unprotected) cells with their respective financial quotes and other details
(such as name of the bidder). No other cells should be changed. Once the details have been
completed, the bidder should save it and submit it online, without changing the filename. If
the BoQ file is found to be modified by the bidder, the bid will be rejected.

6) The server time (which is displayed on the bidders’ dashboard) will be considered as the
standard time for referencing the deadlines for submission of the bids by the bidders, opening
of bids etc. The bidders should follow this time during bid submission.

7) All the documents being submitted by the bidders would be encrypted using PKI encryption
techniques to ensure the secrecy of the data. The data entered cannot be viewed by
unauthorized persons until the time of bid opening. The confidentiality of the bids is
maintained using the secured Socket Layer 128 bit encryption technology. Data storage
encryption of sensitive fields is done. Any bid document that is uploaded to the server is
subjected to symmetric encryption using a system generated symmetric key. Further this key
is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the
uploaded tender documents become readable only after the tender opening by the
authorized bid openers.

7) The uploaded tender documents become readable only after the tender opening by the
authorized bid openers.

8) Upon the successful and timely submission of bids (ie after Clicking "Freeze Bid Submission"
in the portal), the portal will give a successful bid submission message & a bid summary will
be displayed with the bid no. and the date & time of submission of the bid with all other
relevant details.

9) The bid summary has to be printed and kept as an acknowledgement of the submission of
the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein
should be addressed to the Tender Inviting Authority for a tender or the relevant contact
person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal
in general may be directed to the 24x7 CPP Portal Helpdesk.

Tel : 0120-4200462, 0120-4001002.
Mobile : 91 8826246593
E-Mail : support-eproc[at]nic[dot]in