



भा.कृ.अनु.प.- कृषि प्रौद्योगिकी अनुप्रयोग अनुसंधान संस्थान  
भारतीय कृषि अनुसंधान परिषद  
उमियम (बड़ापानी), रि-भोई, मेघालय - ७९३१०३  
ICAR - Agricultural Technology Application Research Institute  
Indian Council of Agricultural Research  
Umiam (Barapani), Ri-Bhoi, Meghalaya - 793103  
(ISO 9001:2015 certified organisation)

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F.No.ZPD-III/S/01/2014/

Date : 21<sup>st</sup> Aug, 2017

### **NOTICE INVITING TENDER FOR HIRING OF VEHICLES**

Sealed tenders are invited under Two-bid system from reputed transporters/fleet owners having capacity to supply the required vehicles for the use of ICAR-ATARI, Umiam on need basis only.

Last date of submission/receipt of tender(s) is 15<sup>th</sup> September, 2017 at 1.00 P.M., which will be opened by the Tender Committee in the presence of tenderer or their authorized representatives on the same day at 3.00 P.M. in the office of ICAR-ATARI, Umiam. 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 tenders received after the above said scheduled date and time will not be considered.

Sd/-  
Director

**ICAR-AGRICULTURAL TECHNOLOGY APPLICATION RESEARCH  
INSTITUTE  
UMIAM, MEGHALAYA – 793103**

**TENDER DETAILS**

The bid is required to be submitted in two parts. One part is the Technical Bid and the other part is the Price/Financial Bid.

The bidder shall submit the bids in two separate envelopes. One envelope shall contain Technical bid and the other small contain the Price bid. The bidder shall seal the Technical Bid and the Price Bid in two separate envelopes duly marked as “Annexure – A” and “Annexure – B” respectively. Both the envelopes shall then be sealed in one outer (main) envelope along with the EMD. The main envelope must be submitted in the tender box of the ICAR ATARI, Umiam.

Sd/-  
Director

**ICAR-AGRICULTURAL TECHNOLOGY APPLICATION RESEARCH INSTITUTE,  
UMIAM, RI-BHOI DISTRICT, MEGHALAYA**

Sealed tenders are invited from reputed transporters/fleet owners having capacity to supply the required vehicles for the use of ICAR-ATARI, Umiam on need basis only and having business in this field for the last two years. The prospective bidder may quote the rates in the format prescribed below. Bidder shall quote the rates in Indian Rupees for the entire contract. Incomplete or conditional tender will be summarily rejected. Late bids will also not be entertained. The tender shall remain valid and open for acceptance for a period of 120 days from the last date of submission of tender.

**PRICE BID**

Sl.No.	Make/Model of the vehicle	Halting charge	Rate per Km	Remarks
1.	Sedan			
2.	SUV			
3.	Hatch back			

During the period of contract, the rates will not be revised every time with the revision of any taxes by the Government of India. The prospective bidder may quote the rates accordingly taking into consideration of this aspect. The columns shall be clearly filled in ink legibly or typed. The tender should quote the number, rates and amount tendered by him/them in figures and as well as in words. Alterations, if any, unless legibly attested by the tenderer shall disqualify the tender. The tenderer shall take care that the rate and amount may be written in such a way that interpolation is possible.

**TERMS & CONDITIONS.**

1. The contract shall be valid for a period of two years. The Department reserves the right to curtail or to extend the validity of the Department.
2. The contractor shall deposit Bid Security (EMD) for an amount of Rs. 5000/- (Rupees five thousand only) in any of the following forms. Bid Security may be furnished in the form of an Account Payee DD, Fixed Deposit Receipt from a commercial bank, or Bank Guarantee bank in an acceptable form if favour of Director, ICAR-ATARI, Umiam along with the Tender document. The Bid Security will remain valid for a period of forty five days beyond the final bid validity period.
3. The Bid Security will be forfeited in the following conditions:
  - (a) If at any stage, any of the information/declaration given by the bidder is found false
  - (b) If a bidder withdraws his bid during the period of bid validity specified in the terms and conditions of tender.
  - (c) In case of any lapse/default in honouring of the terms and conditions at any stage after submitting the tender.

- (d) In case of final selection of bidder, if he fails to enter into the contract or fails to furnish Performance Security in accordance with the terms and conditions of the tender.
4. The firm whose tender is accepted shall deposit Performance Security for an amount of Rs.5000/- (Rupees five thousand only) in any of the following forms within 10 days from the date of issue of offer of work. Performance Security may be furnished in the form of an Account Payee DD, Performance Security will remain valid for a period of sixty days beyond the date of completion of all contractual obligations. No interest will be payable on this amount. The contract will be signed only after furnishing the Performance Security. In case of breach of contract by the contractor, the Performance Security shall be forfeited by the Government and the firm shall be blacklisted in addition to the termination of the contract.
  5. The vehicle should be in good conditions. In case of providing vehicles older than 2012, Rs. 500/-(Rupees Five hundred) shall be charged per day as penalty.
  6. In case of breakdown of any vehicle, the contractor shall replace the breakdown vehicle within the hour failing which the Director has the right to hire vehicle from any other sources at the expense of the contractor.
  7. The contractor shall provide names, addresses of the driver along with their driving licence number and copies.
  8. The contractor shall not employ any person who has not completed eighteen years of age.
  9. The Director, ICAR-ATARI shall not be responsible financially or otherwise for any injury to the driver or person deployed by the contractor during the course of performing the duties.
  10. The Department reserves the right to terminate the contract without assigning any reason by giving the notice of 30 days to the contractor.
  11. The contractor shall be responsible for total maintenance of the vehicles provided by him. All vehicles provided should be in good running condition and not older than 2012 model.
  12. The contractor will maintain separate log books for vehicle which also be verified/countersigned by the concerned officer.
  13. ICAR-ATARI will deduct Income Tax at source as applicable.
  14. The prospective bidder shall furnish the following documents along with their financial bid:-
    - a. Self attested copy of PAN No. card
    - b. Self attested copy of Service Tax Registration Number
    - c. Self attested copy of valid ESI Registration Number.
    - d. Proof of experience.
    - e. Bid security
    - f. Tender fee non (refundable)
    - g. An Undertaking to the effect that the Agency has not been blacklisted by any of the Department/Organization of the Government of India or State Govt.

Sd/-  
Director

## **UNDERTAKING**

**(On the letterhead of Agency/Firm/Service Provider)**

I/We hereby Undertake that our Company/Firm do not have any legal suit/criminal case either pending against me/us/proprietor or any of our Directors (in the case of Company) or being contemplated and have not been earlier convicted on the grounds of moral turpitude or violation of laws in force.

Signature of the Authorized Signatory

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

Seal :

Date :

Place :

**Details of the last 2/3 years experience/work done**

Sl.No.	Name of the Deptt./Organisation & Name of the contact person with Ph. No.	Period		Remarks
		From	To	

**(Signature of the Authorized Signatory with Seal)**

**UNDERTAKING**

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Signature of the Authorized Signatory

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

Date :

Place :

Seal :