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**ICAR- INDIAN INSTITUTE OF HORTICULTURAL RESERACH
HESSARAGHATTA LAKE POST,BENGALURU-560 089.**

INSTRUCTIONS TO BIDDERS / TENDERERS

F.No.5-34/19-20/SP/

Date: 06.07.2020

Subject: **Sealed Tender** for disposal of Unserviceable Store items on " As is where basis " of the year 2018-19 at IIHR, Hesaraghatta.

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The Director, IIHR, Hesaraghatta, on behalf of the Indian Council of Agricultural Research, Krishi Bhavan, New Delhi invites "**Sealed Tender**" for disposal of Unserviceable Store items on " As is where basis " of the year 2018-19 at Indian Institute of Horticultural Research ,Hesaraghatta , the details are as follows

Sl.No.	Description
Lot 1	Lab Equipment
Lot 2	Office Equipment
Lot 3	Furnitures
Lot 4	Farm equipment

Persons who intend to participate in the Sealed Tender may submit their tender to this office in the prescribed form.

TERMS AND CONDITIONS OF TENDER

1. The Lots may be inspected on any of the working days between 9:00 a.m and 3:30 p.m with the permission of the Assistant Administrative Officer (Stores).
2. The tender should be submitted in the prescribed tender form obtainable from the office of I.I.H.R., Hesaraghatta on payment of **Rs. 200/-** Or Tender form can be downloaded from IIHR website at www.ihr.res.in, and if downloaded from website the amount should be deposited in the form of Demand Draft obtained from any Nationalized bank drawn in favour of " The Director,IIHR, Hesaraghatta **payable at SBI, Hesaraghatta** by the bidder / tenderer to the AAO(SP), I.I.H.R, Hesaraghatta.
3. The earnest money as mentioned below against each lot, should be deposited in the form of Demand Draft obtained from any Nationalized bank drawn in favour of " The Director,IIHR, Hesaraghatta **payable at SBI, Hesaraghatta** by the bidder / tenderer to the AAO(SP), I.I.H.R, Hesaraghatta The bid/ tender will not be considered if the earnest money in the form of Demand Draft is NOT DEPOSITED ALONG WITH THE TENDER. No requisition for transfer of any previous deposit of earnest money will be entertained. The number and date of demand draft should be clearly indicated in Form No.1.

Sl.No.	Description	EMD Amount in Rs.
Lot 1	Lab Equipment	14,000.00
Lot 2	Office Equipment	6,000.00
Lot 3	Furnitures	2,000.00
Lot 4	Farm equipment	2,000.00

4. No cash transactions for payment of EMD will be entertained.
5. The prices quoted in the tender for auctioning of Unserviceable Store items should be mentioned clearly in the enclosed FORM-1, which is required to be submitted to this office along with earnest money D.D. and Tender form Fee DD (if downloaded from website).The duplicate portion in Form-1 is to be retained by the tenderer.
6. The tender should be submitted in a sealed cover marked "TENDER FOR AUCTIONING OF UNSERVICEABLE STORES ITEM FOR THE YEAR 2018-19" and tender may be deposited in the box provided in the office or sent by post before due date.
7. Last date and time for receipt of tender is **11.00 A.M. on 23.07.2020** at this office.
8. Time and date of opening of tender will be at **2:00 p.m on 23.07.2020** at this office.
9. **OPENING OF TENDER:** Tenderers are at liberty to be present or authorize a representative to be present at the time of bid / opening of the tender **with precautions and ensuring social distancing for containment of COVID-19 at the time of opening of the sealed tender.**
10. **MODE OF PAYMENT:100 % of the bid amount is to be paid in cash or by online transaction within three days i.e., on/before 25.07.2020, otherwise EMD will be forfeited .**
11. **RIGHT OF ACCEPTANCE:** The IIHR in its absolute right may accept the highest bid or any tender and reserves to itself the right of accepting the whole or any part of the tender or portion of the rate quoted.
12. **ARBITRATION:** In the event of any dispute in this regard, the right of adjudication shall rest with the Director, Indian Institute of Horticultural Research, Bangalore and the final decision will be ultimate and binding on all parties.
13. The successful bidder should not sublease the tender and in the event of this office coming to know about the subleasing of the tender, the entire amount shall stand forfeited and as per rules, the next successful bidder will be officially awarded the tender.
14. The tenderer should abide by the changing rules and regulations of the tender.
15. The Director IIHR, reserve the right to accept or reject the tender without assigning any reason.
16. Except the EMD of the successful bidder, all the unsuccessful bidder's EMD received through demand draft will be returned on the next day to the concerned after the process of bid / auction is completed.
17. **WATCH & WARD:** Watch and ward arrangements are required to be made by the successful bidder / tenderer immediately after the award and the station is not responsible for the theft and damage by natural calamities and no money will be refunded in such cases.
18. The lifting of items by the bidder / tenderer shall be done under the supervision of the office staff by the bidders with their own labourers during working days. The name of such labourers engaged as watch and ward and for lifting the items must be provided to the office by the successful bidder without fail. No child labour shall be employed for any of the works.
19. The bidders/ tenderers violating any of the above terms and conditions would stand to forfeit the EMD /SD and the undersigned reserves the right to execute this. No complaints would be entertained in this regard.
20. **LAST DATE FOR COMPLETION OF work is 07 days from the date of auction.**
21. The bidders/ tenderers are requested to provide their complete address and phone nos. The tender with incomplete/false address/ phones may be rejected.



(G.G.HARAKANGI)

CHEIF ADMINISTRATIVE OFFICER

FORM NO.01

01	Name of the Tenderer (in block letters)	
02	Postal Address along with pin code	
03	Phone NO. and E mail address	
04	Date of time of opening of tender	
05	Details of price quoted	
	Lot no.1 Lab Equipment	Rs. In figuers
	Lot no.2 Office Equipment	Rs. In figuers
	Lot no.3 Furnitures	Rs. In figuers
	Lot no.4 Farm equipment	Rs. In figuers
06	DD No. , Date and amount	
	Tender Fee	
	EMD [Lot no.1 Lab Equipment]	
	EMD [Lot no.2 Office Equipment]	
	EMD [Lot no.3 Furnitures]	
	EMD [Lot no.4 Farm equipment]	



SIGNATURE OF TENDERER