

F.No.16015/3/2018-Admn.II
Government of India
Ministry of Agriculture & Farmers Welfare
(Department of Animal Husbandry, Dairying & Fisheries)

Krishi Bhawan, New Delhi
Dated the 22 June, 2018

E-Tender Notice

Subject:- **Award of Annual Rate Contract for Tea/Coffee/Soup Vending Machines (02 no.) at the residence and camp office of O/o Hon'ble MOS (Agriculture Cooperation and Farmers Welfare) - Regarding.**

Sir,

The e-tenders have been invited under **Single Bid System (Annexure-I)** from reputed and professionally competent firms and having adequate experience for awarding of annual rate contract for Tea/Coffee/Soup Vending Machine (02 no.) at the residence and camp office of O/o Hon'ble MOS (Ministry of Agriculture Cooperation and Farmers Welfare) in the Department of Animal Husbandry, Dairying and Fisheries for a period of one year.

2. The interested firms are advised to submit their bids **"on-line"** by visiting the Govt. of India, Central Public e-Procurement (CPP) Portal i.e. <http://eprocure.gov.in>. The bids will be accepted as e-tender only i.e. the tenderers will submit their bids on the e-Procurement Portal (module of NIC), in an encrypted format. Possession of valid Digital Signature Certificate (DSC), valid e-mail address and registration of the firm on the Government of India, Central Public e-Procurement (CPP) Portal i.e. <http://eprocure.gov.in> are pre-requisite for e-tendering.

3. The critical date for the subject tender is as under:-

(i) Tender No.	16015/3/2018-Admn.II
(ii) Name of Organization :	Ministry of Agriculture & Farmers Welfare, Department of Animal Husbandry, Dairying & Fisheries
(iii) Start date and time for view/ Downloading the tender document:	22.06.2018 at 1700 hrs.
(iv) Start date and time for submission of bid :	23.06.2018 at 1000 hrs.
(v) Last date and time for downloading tender document :	11.07.2018 at 1100 hrs.
(vi) Last date and time for online submission of bid & submission of EMD & Tender Fee in original :	11.07.2018 at 1100 hrs.
(vii) Date & time for opening of bid :	12.07.2018 at 1130 hrs.
(viii) Address for communication :	Under Secretary(Admn.II) Ministry of Agriculture & Farmers

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Welfare, Department of Animal
Husbandry, Dairying & Fisheries,
Room No. 532-A, Krishi Bhawan,
New Delhi-110001.
☎ # 011-23070149

4. The interested firms are required to deposit **Demand Draft/Pay Order of Rs.10,000/- (Rupees Ten Thousand Only)** as **Earnest Money Deposit (EMD)** in favour of **'P&AO(Sectt.I), D/o AHD&F, New Delhi'**, valid for a period of 90 days, super-scribing the envelop **"Tender for Tea/Coffee/Soup Vending Machine"**. Offer not accompanied by EMD of the requisite amount or without proper validity will summarily be rejected.
5. The scanned copy of the **demand draft/pay order of Rs. 10,000/- (Rupees Ten Thousand Only)** as **Earnest Money Deposit (EMD)** must be uploaded with the Bid and original of the same has to be dropped in the Tender Box placed in **Room No. 531, 5th Floor, Krishi Bhawan, New Delhi** latest by the last date of bid submission super-scribing the envelop **"Tender for Tea/Coffee/Soup Vending Machine"** i.e. by 11.00 hrs. on 11.07.2018. The tenders received without the prescribed EMD will not be entertained and summarily rejected. The EMD of unsuccessful tenderers shall be returned after finalization of the contract.
6. The firms who are exempted from submission of EMD shall be dealt as per General Financial Rules, 2017 and submission of relevant orders/documents in this regard.
7. The firms are required to upload copies of the following documents along with their Bids, failing which their Bids shall be summarily/out-rightly rejected and will not be further considered:
 - a. Scanned copy of Earnest Money Deposit (EMD)
 - b. Scanned copy of Registration Certificate of firm under Company Act
 - c. Scanned copy of PAN Card
 - d. Scanned copy of GST Registration Certificate
 - e. Scanned copy of experience documents of Tea/Coffee/Soup Vending Machine in Central Govt. Deptts./Organizations/Public Sector Undertakings
 - f. Scanned copy of signed & stamped tender document (each and every page) as a token of acceptance of terms & conditions of tender notice
9. The bidder shall quote their bids only as per the format enclosed at **Annexure-I**.
10. Bidders should upload their financial bids in PDF format in the proforma given at **Annexure-I**.

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11. The terms and conditions of the contract shall be as under:-

- a) The period of Annual Rate Contract for Tea/Coffee/Soup Vending Machine at the residence and camp office of Hon'ble MOS (AFW) in Department of Animal Husbandry, Dairying & Fisheries will be normally for a period of one year from the date of award of contract which shall be extended further subject to satisfactory services of the firm.
- b) The Bid validity period is 60 days from the date of opening of bid.
- c) The firm should be registered under Company Act and are required to submit the copy of certificates like Registration, PAN Card, GST No.
- d) The firm/company should have sufficient experience preferably in Central Government Departments/Organizations/Public Sector Undertakings of providing service of tea/coffee/soup vending machine.
- e) The tender document should be signed by the firm along with stamp on each and every page stating that the terms and conditions of the tender document are fully acceptable to them. In case the tender document is not signed by the firm, the bid will be summarily rejected.
- f) The successful bidder will have to furnish a Performance Security Deposit of **Rs. 20,000/-** (Rupees Twenty Thousand Only) in the form of Fixed Deposit Receipt/Bank Guarantee from any of the Nationalized/Public Sector Bank duly pledged in favour of '**Pay & Accounts Officer(Sectt.I), Department of Animal Husbandry, Dairying & Fisheries, New Delhi**' for due discharge of obligation under the contract. The performance security will be released only after timely and satisfactory completion of the job. However, the same shall be forfeited in case of any default.
- g) The minimum supply of the tea/coffee/soup will be 1800 cups per month. In case, if there arises mechanical fault in the machine, the alternate will be provided with in 24 hrs. in order to avoid inconvenience, if fail to do so, a sum of Rs. 1000 /- (Rupees One thousand only) per day shall be imposed to the firm as a penalty.
- h) Tea/coffee/soup vending machine will be provided along with consumables and manpower to operate the machine. And any wear and tear will be borne by firms itself.
- i) The prospective bidders are free to seek any clarifications from Section Officer(Admn.II), Room No. 531, Krishi Bhawan, New Delhi-110001 (☎ # 23385116). He may be contacted with the prior appointment on any working day before tender opening.

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- j) The contract shall normally be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible/qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the tender letter.
- k) The contract can be terminated by the Department at any time without assigning any reason. If the work of the contractor is found to be unsatisfactory, it would be entrusted to any other party at the risk and expenses of the defaulting contractor. In this connection, decision of the Department shall be final and binding upon the contractor.
- l) The firm blacklisted/debarred at any point of time by any Ministry/Department need not apply. In case, the fact is concealed and it will come to the notice of the Government during the period of contract, the contract shall be terminated straightway and the security deposit will be forfeited. If the fact comes to notice before award of contract, his bid shall be rejected outright.
- m) The Department reserves the right to reject the quotation in whole or any part and decision of Head of the Department in the matter will be final. **However, the bidders would have the right to question the bidding conditions, bidding process and/or rejection of its bid.**
- n) All matters/disputes pertaining to the tender and resultant contract shall be settled by the Head of the Department or officer nominated by him for the purpose.

Yours faithfully,



{ Dharm Prakash }

Under Secretary to the Government of India

☎ # 23070149

Copy to:-

- 1) Tech. Dir., NIC, DADF for uploading tender on website of the Department

ANNEXURE-I

To

The Under Secretary(Admn.II),
Department of Animal Husbandry, Dairying & Fisheries,
Ministry of Agriculture & Farmers Welfare,
Room No. 532-A, Krishi Bhawan,
New Delhi-110001.

Subject: Quotation for providing Tea/Coffee/Soup Vending machines (2 no.) at the residence and camp office of Hon'ble MOS (Agriculture Cooperation and Farmers Welfare) in the Department of Animal Husbandry, Dairying & Fisheries – Regarding.

Sir,

I/we intend to submit the quotation on the subject captioned above and hereby consent to agree/accept all terms and conditions stipulated in Department of Animal Husbandry, Dairying & Fisheries's tender notice No.16015/3/2018-Admn.II datedFebruary, 2018. The information desired and rates quoted are as per following details:-

Sl. No.	Name of Item	Rate (Per Cup)
1.	A Cup of Tea	
2.	A Cup of Coffee	
3.	A Cup of Soup	

Technical Details:-

1.	EMD Details (Amount, Name of Bank & Branch, DD No. & Date)	
2.	Experience Details (copies to be attached)	
3.	The details of the Registration certificate, PAN Card, GST No. (copies to be attached)	
4.	Whether all the pages of tender document signed & stamped as a token of acceptance of terms & conditions.	

2. I/we undertake that the documents are genuine/authentic and nothing has been hidden and that I/we are not blacklisted/debarred by any Government organization and competent to contract. I/we understand that the contract is liable to

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be cancelled, if found to be having obtained, through fraudulent means/concealment of information.

(Signature of Authorized Signatory)

Name of the Bidder: _____

Complete Address: _____

Address (Works), if any: _____

Contact Nos.: _____

A handwritten signature in blue ink, appearing to read "Shamir Baked", is written over the signature line.