भारतीय कृषि अनुसंधान परिषद
Indian Council of Agricultural Research
भाकृअनुप-भारतीय चावल अनुसंधान संस्थान
ICAR-Indian Institute of Rice Research
(formerly AICRIP & Directorate of Rice Research)
राजेंद्रनगर, हैदराबाद Rajendranagar, Hyderabad - 500 030
www.icar-iirr.org email : director.iirr@icar.org.in , iirricar@gmail.com
ISO 9001 : 2015
Estd : 1965
Director : 040-24591216
040-24591218
Admin : 040-24591321
Accounts : 040-24591262
PMEC : 040-24591241

BID DOCUMENT

Annual Rate Contract for the Field Consumables

Tender Inquiry No: 07/ARC- Field Consumables /2026-27

Tender published at Website & GeM portal
https://www.icar-iirr.org

shitanshu.kumar@icar.org.in
Website:www.icar-iirr.org

Tel.No: 040– 24591321

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ICAR-IIRR GeM Tender

Tender No: **01/ARC-Field Consumables/2026-27** Date: 23-10-2026

Electronic Online bids are invited through GeM portal under two bid systems from eligible domestic bidders registered in India i.e. Original Principal Service Provider / Authorized Dealers / Authorized Distributors / Service Providers authorized by OEM for **Annual Rate Contract for the Field Consumables** at ICAR-IIRR, Hyderabad.

Tender Inquiry

Critical Dates			
S.No.	**Particulars**	**Date**	
01	Date of Publishing	23-10-2026	
02	Bid Submission End Date (Online)	12-11-2026	
03	Date of Technical Bid Opening (Online)	12-11-2026	
04	Date of Opening of financial bid to be notified separately		
Address for Communication : Director ICAR-IIRR Rajendranagar, Hyderabad 500 030 Phone No. 040-24591321			

es:

1. Tender Documents may be downloaded from GeM portal. Bidders are advised to go through instructions provided at 'Instructions for online Bid Submission'.
2. Only bids received on GeM portal will be considered for opening. Bids in any physical form sent through fax/email/courier/post/delivered personally will not be considered.
3. IIRR reserves the right to accept / reject any/all tenders in part/full without assigning any reason thereof.
4. IIRR will not be responsible for any delay submission of the offer/up-loading the offer on GeM portal for any reason whatsoever.
5. Any Addendum/Corrigendum date extension in respect of above tender shall be issued on our website www.iirr.org.in and no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit our website to keep themselves updated.

Earnest Money Deposit – Rs.25,000/- should reach this office in the form of Demand Draft drawn in **favour of Director, ICAR-IIRR, Hyderabad on or before- 12.11 .2026 – 04:00 P.M.**
The EMD is exempted for vendors registered on MSME/NSIC as per rules.

Place: Hyderabad
Date: 23-10-2026

Digitally signed by:
Location: ICAR-IIRR, Hyderabad

GENERAL INSTRUCTIONS TO THE TENDERERS (GIT)

The Tender shall be submitted in accordance with these instructions and any tender not confirming the instructions as under is liable to be rejected. These instructions shall form the part of the tender and contract.

1. **Definitions and Abbreviations:**

1.1 The following definitions and abbreviations, which have been used in these documents shall have the meanings as indicated below:

1.1 Definitions:

a. "Purchaser" means the organization Indian Institute of Rice Research an Institute under Indian Council of Agricultural Research, Krishi Bhawan, New Delhi with its office located at Rajendranagar, ICAR-IIRR, Hyderabad 500 030 Procuring Services/field consumables incorporated in the Tender document.
b. "Tender" means Bids / Quotation / Tender received from a Firm / Bidder / Manufacturer.
c. "Bidder" means Bidder / the Individual or Firm submitting Bids / Quotation / Tender.
d. "Service Provider" means the individual or the firm providing Field Consumables as incorporated in the contract.
e. "Field Consumables" include materials and supplies utilized by researchers, scientists, and farm personnel for agricultural experiments, field trials, and crop maintenance.
f. "Earnest Money Deposit" (EMD) means Bid Security / Monetary or Financial guarantee to be furnished by a bidder along with its tender.
g. "Contract" means the written agreement entered into between the purchaser and/or consignee and the Service Provider, together with all the documents mentioned therein and including all attachments, annexure etc. therein.
h. "Performance Security" means monetary or financial guarantee to be furnished by the successful bidder for due performance of the contract placed on it.
i. "Consignee" means the user department of Institute to whom the Field Consumables are required to be delivered as specified in the contract. If the Services are required to be delivered to a person as an interim consignee for the purpose of dispatch to another person as provided in the Contract then that "another" person is the consignee, also known as Ultimate Consignee.
j. "Specification" means the document/standard that prescribes the requirement with which Field Consumables has to confirm.
k. "Inspection" means activities such as measuring examining, testing, gauging one or more characteristics of the product or service and comparing the same with the specified requirement to determine conformity.
l. "Day" means calendar day

1.1 Abbreviations:

a. "TE Document" means Tender Enquiry Document

b. "NIT" means Notice Inviting Tenders

c. "GIT" means General Instructions for Tenderer

d. "SIT" means Special Instructions for Tenderer

e. "GCC" means General Conditions of Contract

f. "FOB" means Freight on Board

g. "F.O.R" means Free on Rail

h. "LC" means Letter of Credit

i. "AMC" means Annual Maintenance Contract

j. "PSU" means Public Sector Unit

k. "BG" means Bank Guarantee

l. "CIF" means Cost, Insurance and Freight

m. "CIP" means Carriage and Insurance

n. "ICAR-IIRR" means Indian Institute of Rice Research, Hyderabad 500 030.

o. "CMC" means Comprehensive Maintenance Contract (Including all spares, labour and preventive maintenance)

p. "RT" means Re-Tender

q. "CA" means Chartered Accountant

r. "JV" means Joint Ventures

s. "MOU" means Memorandum of Understanding

t. "GFR" means General Financial Rules

u. "CBI" means Central Bureau of Investigation

2. **Introduction:**

2.1 The purchase has issued these tender enquiry documents for providing of field consumable items which also indicates, inter alia the required delivery schedule, terms and place of delivery.

2.2 The Bidder should carefully read Requirements & details,specifications, General & Special

conditions of contract and all other documents in connection with the Bid. The Bidder shall quote his rates, keeping all above points in mind.

2.3 Those Bidders whose near relatives are posted as official/ officer(s) in any capacity at ICAR-IIRR are not be permitted to Bid. The prospective bidder shall also intimate the names of persons who are working with him in any capacity or subsequently employed by him, who are near relative to any officer/ official (s) in the ICAR-IIRR. Any breach of this condition by the bidder shall render him ineligible. By the term 'near relative', is meant wife, husband, parents & grand parents, children & grandchildren, brothers & sisters, uncles, aunts & corresponding in laws.

2.4 The bidder shall disclose any payment made or proposed to be made to any intermediaries (agents etc.) in connection with the bid.

2.5 Failure to provide and/or comply with the required information, instructions etc. incorporated in these TE documents may result in rejection of its tender.

3. **Eligibility Criteria:**

3.1 The bidder shall be Indian registered firm or limited company or private limited company registered under the Indian Company Acts 1956 or under company act from the company origin in respective area of supply of Field Consumables with minimum experience of 03 (Three) years. The bidder should have sufficient Infrastructure, technical expertise and financial strength to undertake the contract. Relevant documents must be attached to verify the same for technical qualification.

3.2 Minimum ANNUAL TURNOVER of Rs.25 lakhs each in the last 2 financial years (2023-24, 2024-25) duly certified by the Chartered Accountant.

a. Bidder/Tenderer must provide the information on the similar Supply rendered/completed in last 2 years of Rs. 25 lakhs in the name of the firm (The information may be provided in the proforma available with the tender document)
b. Copy of Registration of Firm in GST and PAN Number Registration with income tax department.
c. The tenderer shall furnish a non-blacklisting certificate that the firm has not been Blacklisted in the past by any Government / Private Institution.
d. The firm should have Local Office at Hyderabad for ensuring prompt supply of consumables as and when required.

3.3 The tenderer / supplier has to give an affidavit on non-judicial stamp paper of Rs.10/-that there is no vigilance / CBI case pending against the firm / supplier and the firm has not been black-listed in the past by any Government or Private Organization. Non-compliance with the above requirements shall result in summary rejection of the bid.

NOTE:

- The work executed in the own name of the bidder only will be considered for similar work of providing of field consumable, to meet the eligibility criteria. JVs / Consortiums / MOUs shall not be considered.
- Tenderer should submit documents in support of minimum eligibility criteria along with the tender/bid. NO document in support of minimum eligibility criteria will be accepted / entertained after opening of tender.
- Tenders/bids not meeting any of the above "Eligibility Criteria" shall be rejected.

Eligibility Criteria Other conditions: -

1. The bidders are required to submit soft copies of their bids electronically on the GeM Portal.
2. The items shall be in compliance to the specifications format as mentioned in **Annexure - I** of the tender and shall be of the latest technology, best quality and of high standards.
3. No extra payment shall be paid on account of any discrepancy in nomenclature of items.
4. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. **If any Tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.**
5. Director, ICAR-IIRR, reserves the right to reject any tender/bid wholly or partly without assigning any reason.
6. The Technical Evaluation Committee constituted by the Director, ICAR-IIRR shall have the right to verify the particulars furnished by the bidder independently.
7. No claim for any extra payment for any reason shall be entertained.
8. The supply should be delivered at ICAR-IIRR, Hyderabad 500 030 free of transport charges and the Service Provider shall be responsible for loss or damage during the transit of Services.
9. The material shall be inspected by Stores, on receipt at site, ICAR-IIRR, Hyderabad 500 030 and Service Provider shall be responsible for any damage during the transit of Services.
10. All the communication with respect to the tender shall be addressed to:

THE DIRECTOR,
ICAR – INDIAN INSTITUTE OF RICE RESEARCH
Rajendranagar, Hyderabad -500030 Telangana State – India

In the event of any dispute the legal matter shall be subjected to the jurisdiction of Hyderabad Court only.

11. At any time prior to the deadline for submission of Bids, ICAR-IIRR may for any reason, whether at his own initiative or in response to a clarification requested by a prospective Bidder, modify the bid documents by amendment.
12. The amendment shall be part of the bid document and will be notified on GeM writing or by Fax or e-mail to all prospective Bidders. Bidders are required to acknowledge receipt of any such amendment to the bid documents.
13. The bid shall remain valid in all the respect up to 180 days from the date of opening of the Technical Bid, however the service ordered should be completed within 60 days after award of contract.

The bidder shall furnish following documents along with the technical bid:

a) Scanned Copy of cost of Tender/EMD of requisite amount.
b) Proof of satisfactory execution and completion of similar Service during last Two Years.
c) Copies of Income Tax Return & Service Tax for the last 3 three years.
d) Self attested copy of PAN card under Income Tax Act.
e) Self attested coy of Good and Service Tax Registration Number

The bid shall be rejected if the documents are found false or fake. If at a later stage, the documents submitted are found false or fake, the Contract shall be terminated and bid performance security will be forfeited. Also, the Contractor shall be fined as deemed appropriate by the employer for breach of trust.

14. Amendments to Tender Enquiry documents;

At any time prior to the deadline for submission of tenders, the purchaser may, for any reason deemed fit by him, modify the Tender Enquiry documents by issuing suitable amendment(s) to Tender Enquiry documents. The amendments will be published on IIRR website.

15. Language of the Bid:

All documents related to bid should preferably be in English language. The language for communications shall be English. Any printed literature furnished by the bidder may be written in another language provided that this literature is accompanied by an English Translation. In such case, for purpose of interpretation of the Bid, the English translation shall prevail.

16. Filling of Bid:

1. All the rates and amount shall be quoted in whole denomination of the Indian Rupee.
2. No amount shall be paid to the Contractor for the item for which no rate or amount is quoted by the Bidder, but the contractor shall be bound to do that job/work free of cost (on zero amount).
3. The bidder shall be deemed to have satisfied himself before Bidding as to the correctness and sufficiency of his bid for the Field Consumables and of the rates & amount quoted in the schedules of Field Consumables, which rates & amounts, shall, except as otherwise provided, cover all his obligations under the contract and all matters and thing necessary for the proper completion of the services as aforesaid in accordance with good practices and recognized principles.
4. In case of any bid where unit rate of any item appears unrealistic, such bid shall be considered unbalanced and non-responsive. The employer may ask for providing satisfactory explanation for such unrealistic quoted rate. If bidder is unable to provide satisfactory reply with supporting analysis of rates, the bid shall be rejected.
5. Each bidder shall submit only one bid for these field consumable items. A bidder who submits more than one bid for this work will attract disqualification and rejection of all of his bids.

6. The bidder shall not be under a declaration of in-eligibility for corrupt & fraudulent practices in any Government Department or organization in India or abroad.

17. Firm Price:

1) The price quoted by the bidder shall remain firm and fixed during the currency of the contract 2026-2027 and not subject to variation on any account. The ARC can be extended for another period of 1year subject to mutual consent by the parties.

The bidder shall complete the schedule of Field Consumables as in BOQ.

18. Tender Validity:

1. If not mentioned otherwise in the Special Instructions for Tenderer(SIT), the tenders shall remain valid for acceptance with in period of 180 days from the date of tender opening prescribed in the GeM document. Any tender valid fora shorter period shall be treated as unresponsive and rejected.

19.Evaluation of Tender:

i. Any items left blank, will be treated as incomplete bid and liable to be rejected.

ii. The Director will determine whether each bid is of acceptable quality, is generally complete and is substantially responsive to the tender document. For the purpose of this determination, a substantially responsive bid is one that conforms to all the terms, conditions & specifications of the tender document without any deviations, objections, conditionally or reservations.

iii. Price Bid/Schedule of Rates shall be evaluated based on the lowest cost.

iv. If a bid is not substantially responsive, it will be rejected and may not subsequently be made responsive by the bidder by correction of the non-conformity.

v. The bidders shall quote the rates only for the items mentioned in the schedule of rates in excel format provided along with this tender.

vi. Conditional offers are liable for rejection.

vii. Any effort by abider to influence the ICAR-IRR, Hyderabad in the process of examination, clarification, evaluation and comparison of tenders, and in decisions concerning award of contract, may result in rejection of the bidder's tender.

viii. All responses to such requests for clarification shall be in writing. No change in the price or substance of the bid shall be sought, offered or permitted.

ix. Evaluation of bids shall be carried out by a Technical Evaluation committee as per evaluation criteria. The decision of the Employer in deciding successful bidder shall be final and binding on the bidder.

20 Award of Contract:

a. The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

b. The bidder whose bid has been accepted will be notified for the award by the ICAR-IIRR prior to expiration of the Bid validity period through the ARC.

c. If any of the information furnished by the bidder is found to be incorrect at any stage, the bid/contract is liable to be rejected / terminated and the EMD/Performance Security will be forfeited.

d. Director, ICAR-IIRR reserves the right to cancel the tender without assigning any reason thereof.

e. Tenders from those tenderers who have not submitted their offer as per ICAR-IIRR will not be considered.

f. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

g. The notification of award will constitute the formation of the contract subject to the furnishing of a contract Security, within 15 days of receipt, the successful bidder will furnish the contract Security, amounting to Rs.1.00 lakh of the tender value.

h. The Agreement will incorporate all correspondences between the employer and the successful bidder. It will be signed by the employer and successful bidder within 15 days

following the notification of award along with the Letter of Acceptance.

i. The EMD of the successful Bidder shall be refunded without any interest within 30 days after the award of contract and submission of Security valid up to 03 (Three) months beyond the date of completion of ARC.

21 Confidentiality

1. Information relating to sequencing, examination, evaluation, comparison, and post qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until Award of the Contract (AOC).

2. Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post qualification of the bids or contract award decisions may result in the rejection of its Bid, at the discretion of Director, ICAR-IIRR.

22 Late Bid:

1. A tender which is received after the specified date and time for receipt of tenders will be treated as "late" tender and will be ignored.

23 Non-receipt of Performance Security and Contract by the Purchaser/Consignee:

a. Failure of the successful bidder in providing performance security and / or returning contract copy duly signed shall make the bidder liable for forfeiture of its EMD.

24 Return of Earnest Money Deposit:

a. The EMD will be returned to the unsuccessful bidders soon after the orders are placed with the successful bidder or after the award of ARC.

TENDERER'S NAME & SIGNATURE WITH SEAL

COMMERCIAL AND GENERAL TERMS & CONDITIONS

Nature of Items:

For providing of Field Consumables with specifications as mentioned in Annexure – I.

1. Scope of Supply (applicable in case of supply of Field Consumables)

1. The tenders shall be submitted as per the requirement of Field Consumables enclosed in **Annexure - I**.

2. Submission of the tender implies that these conditions of tender have been read by the Tenderer and is aware of the scope of the supply and the quality of the material to be supplied. The final acceptance of the tender rests with the Director, ICAR-IIRR, Hyderabad who reserves the right to accept or reject any or all tenders without assigning any reason thereof.

2. Special condition for rate contract of Field Consumables

I. The rates invited for field consumable will be valid for one year from its approval it and this can be extended for another year with mutual consent of both the parties.
II. The rates invited shall be valid for field consumable required by ICAR-IIRR.
III. No firm quantity of the work of field consumable for ICAR-IIRR and ICAR Institutes is made.
IV. The purchaser reserves the right to conclude one or more than one rate contract for the same item of field consumable.
V. The purchaser as well as the supplier may withdraw the rate contract by serving suitable notice to each other. The prescribed notice period is generally 30 days. The loss arising out of it may be recovered from the Performance Guarantee provided by the Vendor.
VI. In case of emergency, the purchaser may purchaser/ ICAR-IIRR the same item through ad hoc contract with a new supplier;
VII. Usually, the terms of delivery in rate contracts are free delivery at consignee's site.
VIII. Online supply orders, incorporating definite field consumables to be provided along with all other required conditions following the rate contract terms, are to be issued for obtaining services through the rate contract;
IX. The purchaser and the authorized users of the rate contract are entitled to place online supply orders up to the last day of the validity of the rate contract and, though supplies against such supply orders will be effected beyond the validity period of the rate contract, all such supplies will be guided by the terms & conditions of the rate contract,
X. The rate contract will be guided by "Fall Clause".

3. Bid Submission and Opening:

A) The bid should be submitted online at GeM portal, by the due date as in ICAR-IIRR of the bid. The server date and time as appearing on the portal shall only be considered for the cut-off date and time for submission of bids. Offers sent through post, fax, e-mail and courier or by any other mode will not be considered. In case of date of opening is declared, as holiday tender will be opened on next working day at same time.

B) Only those bidders shall be considered qualified by the ICAR-IIRR, who submit requisite EMD, tender fee, documents, accept all the terms and conditions of the tender document unconditionally and meet the qualifying requirement stipulated in the tender document. The decision of the ICAR-IIRR shall be final and binding in this regard.

C) The bidder shall bear all cost associated with the preparation and submission of its bid and the ICAR-IIRR will in no case be responsible or liable for these cost, regardless of the conduct or outcome of the tendering process.

4. Submission of Bids:

a) Only bids received on GeM portal will be considered for opening. Bids in any physical form sent through fax/email/courier/post/delivered personally will not be considered.

b) Bidder should log into the portal well in advance for bid submission so that he/she 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.

c) While submitting the bids online, the bidder shall read the terms & conditions (of GeM Portal) and accept the same in order to proceed further to submit their bid.

d) Bidder shall select the payment option as offline to pay the EMD and enter details of the Demand Draft/Bank Guarantee.

5. Submission of Offer:

The tender shall be submitted online in two cover system duly scanned and digitally signed by the authorized representative of the bidder as follows:

A) Cover -1 (Techno-Commercial Bid):

Online bid should be submitted containing copy of the following documents in Cover – 1 as documentary proof, for fulfilling qualifying criteria, failing which the offer shall be summarily rejected.

a) Scanned copy of Earnest Money amount must be furnished as mentioned in the General and Commercial Terms and Conditions of the contract.

b) Bidder/Agent who quotes for Services manufactured by other manufacturer shall furnish valid Manufacturer's Authorization Form.

c) Performance Statement with relevant copies of orders and end users satisfaction certificate.

B) Cover -2 (Price Bid):

The price must be quoted only in the price bid format attached as BOQ. **Please quote the prices F.O.R. and up to** ICAR-IIRR, Hyderabad 500 030.

C) Bid Price:

The Bidder shall indicate on the Price Schedule the unit price and total bid prices of the field consumable items it proposes to supply under the Contract. To this end, the Bidders are allowed the option to submit the bids for any or more schedule specified in the 'Schedule of Requirement' and to offer discounts for combined schedules. However, Bidders shall quote for the complete requirement of field consumable items specified under each schedule on a single responsibility basis, failing which such bids (for the schedule in question) will not be account for evaluation and will not be considered for award.

D) General Terms and conditions:

1. Tender Condition regarding Public Procurement (Preference to Make in India) Order and Restrictions under Rule144(xi) of General Financial Rules 2017

(A) The following clauses are to be treated as part of Instructions to Tenderers.

(i) The Provisions contained in Public Procurement (Preference to Make in India) Order, 2017 as amended by OMNo. P-45021/2/2017-PP (BE-II) date 16.09.2020, further as amended from time to time if any, shall be applicable for this tender.

(ii) The margin of purchase preference applicable is 20% or as decided by the relevant Nodal Ministry for the item from time to time.

(iii) The minimum local content for Class-I and Class-II local suppliers shall be 50% and 20% respectively or as decided by the relevant Nodal Ministry for the item.

(iv) Procurements where the estimated value is less than Rs. 5.00 lakhs shall be exempt from this order.

(v) Verification of local content:

(a) For procurement value upto Rs. 10 crores: The Class-I local supplier/Class-II local supplier at the time oftender, bidding or solicitation shall be obliged to indicate percentage of local content and provide self- certification (as per format enclosed) that the item offered meets the local content requirement for Class-I local supplier/Class-II local supplier as the case may be. They shall also give details of the locations(s) at which the local value addition is made.

(b) For procurement value above Rs. 10 Crores: The Class-I local supplier/Class-II local supplier at the time of tender, bidding or solicitation shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in case of companies) or from a practicing cost accountant or practicing chartered accountant(in respect of suppliers other than companies) giving the percentage of local content.

Tenderers shall submit Declaration as per VIII in their technical bid.

(B) Restrictions under Rule 144(xi) of General Financial Rules 2017 [Order Public Procurement No.1) of DOE, Public Procurement Division, No. F.No.6/18/2019-PPD, dt 23.7.2020] and amendments/clarifications issued subsequently by DOE.

(i) The provisions contained in Order (Public Procurement No.1) of DOE Public Procurement Division, No. F.No.6/18/2019-PPD, dt. 23.7.2020 and as amended/clarified from time to time, shall be applicable to this tender.

(ii) The following clauses are to be treated as part of Instructions to Tenderers.

I. Any bidder from a country which shares a land border with India will be eligible to bid against this tender only

if the bidder is registered with the Competent authority specified in Annex-I of Order (Public Procurement No. I) Dated 23.07.2020.

II. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in procurement process.

III. "Bidder from a country which shares a land border with India" for the purpose of this order means:-

a. An entity incorporated, established or registered in such a country; or

b. A subsidiary of an entity incorporated, established or registered in such a country; or

c. An entity substantially controlled through entities incorporated, established or registered in such a country; or

d. An entity whose beneficial owner is situated in such a country; or

e. An Indian (or other) agent of such an entity; or

f. A natural person who is citizen of such a country; or

g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.

IV. The beneficial owners for the purpose of (iii) above will be as under:

1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

6. Validity of Tender:

a) The tender shall be valid for a period of 180 days from the date of opening of the tender.

b) No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained till ARC of Field Consumables completed.

7. Packing:

The cost of hard disk with final data and its transport will be borne by the vendor.

8. Price:

a) The price shall be firm and shall exclude GST but include duties, levies etc. with the delivery of services, up to destination i.e. ICAR-IIRR, Hyderabad 500 030.

b) The tenderer shall submit the copy of PAN Number, TIN Number registration details, Bank details along with the tender.

c) All duties, Taxes and other levies excluding GST payable by the bidder under the Contract shall be included in the Total Price.

9. Delivery:

a) The delivery of Field Consumables shall be made at ICAR-IIRR, Hyderabad 500 030.

b) The successful tenderer shall complete supplies strictly within the accepted delivery period.

c) The Field Consumables provided shall have to be delivered at ICAR-IIRR, Hyderabad 500 030/ Store Officers at ICAR-IIRR.

10. Payment:

a) After successful delivery of the material/service rendered the payment will be made by ICAR-IIRR by NEFT Transfer to the bank account as provided the tender in normal course.

b) The tenderer shall submit the documents which shall clearly indicate that the proper Supply/services rendered and Installation of instrument/ equipment has been done and the said document shall be duly acknowledged by the store officers of ICAR-IIRR, Hyderabad/Institute/ Regional Centre.

c) 100% payment shall be made only after providing of supply in good condition along with successful delivery of items and satisfactory service rendered report received by competent authority. **No advance payment will be made.**

11. Earnest Money Deposit:

a) The units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Department shall be exempted from the payment of Earnest Money as defined under Rule 170 of GFR 2017. In such case, copy of the certificate showing registration with the above mentioned institutions to be provided with the bid.

b) In case the unit is not covered as above, it shall submit the offer along with the Earnest Money Deposit (EMD) as stated on Notice inviting Tender.

c) The Earnest Money Deposit by way of Demand Draft drawn in favour of Director, ICAR-IIRR, Hyderabad is to be sent to this office on or before the data specified in notice fortender.

d) The scanned copy of Earnest Money Deposit by way of Demand Draft should be included in **Envelope I of the E-tender documents.** The offers without EMD will be rejected.

e) The EMD will be returned to the unsuccessful bidders soon after the orders are placed with the successful bidder.

f) The EMD will be forfeited in following cases:

I. If the bidder fails to accept the order based on his/her offer (bid) and within the prescribed time.

II. If the bidder fails to render the Field Consumables with specifications in compliance to in **Annexure – I.**

III. If the bidder delays rendering of supply of Field Consumables beyond a reasonable time resulting in disruption of work of Field Consumables in ICAR-IIRR.

12. Performance Guarantee:

The successful bidder shall be required to submit a Performance Guarantee amounting to Rupees 1 (One) lakh in the form of Demand Draft which will remain valid for 3 (Three) months beyond the date of the completion of ARC.

13. Taxes:

Service Providers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Field Consumables to the Purchaser.

14. Corrupt or Fraudulent Practices:

It is required by all concerned namely the Consignee / Bidders / Service Providers etc to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser:-

(a) Defines, for the purposes of this provision, the terms set forth below as follows:

i) "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and

ii) "Fraudulent Practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among Bidders (prior to or after Tender submission) designed to establish Tender prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition;

(b) ICAR-IIRR will reject a proposal for award, if it determines that, the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

(c) ICAR-IIRR will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract by the purchaser if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

15. Termination for Default:

The purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Service Provider, terminate the Contract in whole or part:

a) If the Service Provider fails to deliver any or all of the Field Consumables within the period(s) specified in the order, or

b) Within any extension thereof granted by the Purchaser; or

c) If the Service Provider fails to perform any other obligation(s) under the Contract.

d) If the Service Provider, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Field Consumables or Supply similar to those undelivered, and the Service Provider shall be liable to the Purchaser for any excess costs for such Field Consumables. However, the Service Provider shall continue the performance of the contract to the extent not terminated.

TENDERER'S NAME & SIGNATURE WITH SEAL

Technical Specifications for the supply of Annual Rate Contract for the Field Consumables

Consumables and related Field Consumables required (One each)

S.No.	Particulars	Specifications	QTY	UOM	Amount
1	Polythene Sheets 1800mm Width 700guage (White)	Virgin LDPE sheet, white colour, 1800mm Width, 700guage thickness, moisture resistant	1	Meter	
2	Polythene Sheets 1800mm Width 700guage (Black)	Virgin LDPE sheet, black colour, 1800mm Width 700guage thickness, UV resistant	1	Meter	
3	Polythene Sheets (600 Micron)	Heavy-duty LDPE/HDPE sheet, 600 micron thickness, waterproof	1	Kg	
4	Packing seals (Per kg)	Plastic/metal security seals suitable for packaging bags and containers	1	Kg	
5	Carristrap (nylon) for packing	High tensile nylon strapping roll, weather resistant	1	Roll	
6	Planting chains - 10 mtrs.	Galvanized steel planting chain, rust-resistant, 10 m length	1	Meter	
7	Packing machine sealer & tensioner	Manual strapping tensioner and sealing tool for PP/PET straps	1	Set	
8	Plastic (Nylon) Rope 100 m bundles	Nylon rope, braided, high strength, 100 m length	1	Bundle	
9	G.I. Wire (kgs)	Galvanized Iron Wire, 16–20 gauge, corrosion resistant	1	Kg	
10	Cloth bags 1/2 kgs. Capacity	Cotton cloth bag, stitched, reusable, 0.5 kg capacity	1	Nos	
11	Cloth bags 1 kgs. Capacity	Cotton cloth bag, stitched, reusable, 1 kg capacity	1	Nos	
12	Cloth bags 2 kgs. Capacity	Cotton cloth bag, stitched, reusable, 2 kg capacity	1	Nos	
13	Cloth bags 3 kgs. Capacity	Cotton cloth bag, stitched, reusable, 3 kg capacity	1	Nos	
14	Cloth bags 5kgs. Capacity	Cotton cloth bag, stitched, reusable, 5 kg capacity	1	Nos	
15	Cloth bags 10kgs Capacity	Cotton cloth bag, stitched, reusable, 10 kg capacity	1	Nos	
16	Cloth bags 15 kgs. Capacity	Cotton cloth bag, stitched, reusable, 15 kg capacity	1	Nos	
17	Gunny bags 30 kgs Capacity	Jute gunny bag, laminated, 30 kg load capacity	1	Nos	
18	Gunny bags 70gs. Capacity	Heavy-duty jute gunny bag, 70 kg load capacity	1	Nos	
19	Gunny bags 75gs. Capacity	Heavy-duty jute gunny bag, 75 kg load capacity	1	Nos	
20	Kraft Paper Bags 80Gsm 30x25cm (per - 1000 Nos)(Double plant)	Double-ply kraft paper bag, brown, eco-friendly	1	(Per 1000) Nos	

S.No.	Particulars	Specifications	QTY	UOM	Amount
21	Kraft Paper Bags 80Gsm 30x25cm (per – 1000 Nos) (Single Plant)	Single-ply kraft paper bag, brown, eco-friendly	1	(Per 1000) Nos	
22	Packing Cover 9x13	Transparent LDPE cover, 9" × 13" size	1	Kg	
23	Packing Cover 7x11	Transparent LDPE cover, 7" × 11" size	1	Kg	
24	Plastic covers $^{1/4}$kg.	Food-grade LDPE pouch suitable for 250 g packing	1	Kg	
25	Plastic covers $^{1/2}$kg.	Food-grade LDPE pouch suitable for 500 g packing	1	Kg	
26	Plastic covers 1kg.	Food-grade LDPE pouch suitable for 1 kg packing	1	Kg	
27	Plastic covers 2kgs.	Food-grade LDPE pouch suitable for 2 kg packing	1	Kg	
28	Plastic covers 5kgs.	Food-grade LDPE pouch suitable for 5 kg packing	1	Kg	
29	Wooden lables (Ice cream type) Per Bundle - 1000	Smooth wooden plant labels, writeable surface	1	Bundle	
30	Plastic Buckets with handles (5 litres capacity)	Virgin plastic bucket with metal/plastic handle, 5 L capacity	1	Nos	
31	Plastic Buckets with handles (5 kgs capacity)	HDPE bucket with carrying handle, 5 kg capacity	1	Nos	
32	Plastic Labels 5 -Inches	Flexible plastic labels for plant identification	1	Nos	
33	Plastic Labels (Card) Per - 500	Rigid plastic card labels, weather resistant	1	Nos	
34	Wooden Pegs (1 meter)	Hardwood measuring peg, 1 m length	1	Nos	
35	Kraft Paper Packing covers 5” X 4" inches Per - 1000	Brown kraft paper seed packet covers	1	Nos	
36	Kraft Paper Packing covers 3”X 4" inches Per - 1000	Brown kraft paper seed packet covers	1	Nos	
37	Suthli	Natural jute twine, biodegradable	1	Kg	
38	Yellow labels (Luggage no 2) Per - 500	Printed yellow luggage tags, durable card material	1	Nos	
39	Jewel Tags Per - 500	String-attached identification tags for samples/products	1	Nos	
40	Butter paper covers 45x8 cm (crossing covers) Per – 1000 nos	Food-grade butter paper covers, grease resistant	1	(Per 1000) Nos	
41	Corrugated Boxes Size : 18" x 18" x 18"	5 Ply Corrugated Carton Box, Heavy Duty Kraft Paper	1	Nos	
42	Corrugated Boxes Size : 18" x 12" x 6"	5 Ply Corrugated Carton Box	1	Nos	
43	Corrugated Boxes Size : 18" x 10" x 6"	5 Ply Corrugated Carton Box	1	Nos	
44	Corrugated Boxes Size : 18" x 10" x 10"	5 Ply Corrugated Carton Box	1	Nos	

S.No.	Particulars	Specifications	QTY	UOM	Amount
45	Corrugated Boxes Size : 10" x 10" x 10"	5 Ply Corrugated Carton Box	1	Nos	
46	Corrugated Boxes Size : 4" x 4" x 4"	5 Ply Corrugated Carton Box	1	Nos	
47	Corrugated Boxes Size : 10" x 6" x 6"	5 Ply Corrugated Carton Box	1	Nos	
48	Corrugated Boxes Size : 14" x 14" x 14"	5 Ply Corrugated Carton Box	1	Nos	
49	Corrugated Boxes Size : 6" x 6" x 6"	5 Ply Corrugated Carton Box	1	Nos	
50	Corrugated Boxes Size : 12" x 12" x 12"	5 Ply Corrugated Carton Box	1	Nos	
51	Rubber bands	Natural Rubber, Assorted Sizes	1	Kg	
52	Winnowing trays (Chetan plastic make)	Plastic Make, Agricultural Grade	1	Nos	
53	Trumph cards	Printed Paper Cards, 300 GSM	1	Nos	
54	Brush cutter wire	Nylon Trimmer Line, 2.4–3.0 mm	1	Roll	
55	Branch cutting knife	High Carbon Steel Blade with Handle	1	Nos	
56	Axe	Forged Steel Head with Wooden/Fiber Handle	1	Nos	
57	Polythene zipper bags (12 X 10cms)	Transparent LDPE, Reusable Zip Lock	1	Kg	
58	Polythene zipper bags (10 X 8cms)	Transparent LDPE, Reusable Zip Lock	1	Kg	
59	Plastic Trays (600 X 400 X 80)mm	Virgin Plastic, Stackable	1	Nos	
60	Plastic Trays (500 X 325 X 100)mm	Virgin Plastic, Stackable	1	Nos	
61	Plastic Trays (600 X 400 X 120)mm	Virgin Plastic, Stackable	1	Nos	
62	White tag labels Per – 500	Self-Adhesive Paper Labels	1	Nos	
63	Zinc boxes 4 x 3 x 3 feet	GI/Zinc Sheet Fabricated Box	1	Nos	
64	Zinc boxes 5 x 3 x 3 feet	GI/Zinc Sheet Fabricated Box	1	Nos	
65	white sheet 1 1/2 width	Agricultural Covering Sheet	1	Roll	
66	zinc wire	Galvanized Iron Binding Wire	1	Kg	
67	handle buckets 2 liters	Virgin Plastic Bucket with Handle	1	Nos	
68	HAND SPRAYER	1–2 Liter Manual Pressure Sprayer	1	Nos	
69	Trays 40 x 30 x 11 cms	Plastic Storage Tray	1	Nos	
70	Seed packets 3 " x 5 1/2 ' Per - 1000	Laminated Seed Packing Pouches	1	Nos	
71	Seed packets 3 " x 4 1/2 ' Per - 1000	Laminated Seed Packing Pouches	1	Nos	
72	Seed packets 2 1/2 " x 3 1/2 ' Per - 1000	Laminated Seed Packing Pouches	1	Nos	
73	Seed packets 2 1/2 " x 6 ' Per - 1000	Laminated Seed Packing Pouches	1	Nos	
74	Plastic buckets 20 liters	Heavy Duty Virgin Plastic	1	Nos	
75	Tissue papers rolls	Soft Absorbent Paper Roll	1	Roll	

S.No.	Particulars	Specifications	QTY	UOM	Amount
76	Aluminum silver foil	Food Grade Aluminum Foil Roll	1	Roll	
77	Gunny bags 50 kgs capacity	Jute Sack, 50 Kg Capacity	1	Nos	
78	Metal pins for carry strap packing	Galvanized Packing Pins	1	Kg	
79	Mylar sheets (transparent)	Transparent Polyester Film	1	Roll	
80	Nylon rope 100 meters	Braided Nylon Rope	1	Roll	
81	Packing seals	Plastic Security Seals	1	Kg	
82	Plastic buckets 2.5 liters capacity	Virgin Plastic with Handle	1	Nos	
83	Plastic pots 3 liters capacity	Nursery Grade Plastic Pots	1	Nos	
84	Polythene zipper bags 7.5 x 10 cms	Transparent LDPE Zip Lock Bags	1	Kg	
85	Crossing covers (9x12 cm) Per - 1000	Agricultural Protective Covers	1	(Per 1000) Nos	
86	Packing covers (9x13 cm) (Medium) Per - 1000	HDPE/LDPE Packing Covers	1	Nos	
87	Packing covers (7x12 cm) (small) Per - 1000	HDPE/LDPE Packing Covers	1	Nos	
88	PVC Nylon Mesh (3 feet width) 50 or 100 Meters	UV Stabilized PVC Coated Mesh	1	Bundle	
89	Luggage labels Per - 500	Writable Adhesive Labels	1	Nos	
90	Blotting paper Per - 450	Absorbent Laboratory Grade Paper	1	Ream	
91	Packing Tape 50 Or 100 Meters	BOPP Self Adhesive Tape, 2 Inch	1	Roll	
92	Binding Wire	GI Binding Wire	1	Kg	
93	Acrylic Labels 2 or 4 Inches	Engraved/Printed Acrylic Tags	1	Nos	
94	Bold Markers Per Box 10	Permanent Marker Pens	1	Nos	
95	Rain Proof Threshing cover (Big Size) 12 x 18	Heavy Duty Waterproof Agricultural Cover	1	Nos	
96	Grass cutter	Manual/Steel Grass Cutting Tool	1	Nos	
97	Mosquito nylon net (meters)	Fine Mesh Nylon Netting	1	Meter	
98	Nylon sheet (meters)	UV Stabilized Nylon Sheet	1	Meter	
99	Plastic labels (Ice cream type) Per - 1000	Nursery Plant Identification Labels	1	Nos	
100	Plastic sheets (Kg) 600 Guage	LDPE/HDPE Plastic Sheet Rolls	1	Kg	
101	Zip lock bags (big, medium and small) each 3000 Nos	Transparent Reusable Zip Lock Bags	1	Packet	
102	Watman filter paper ream No:- 1 and 2	Laboratory Grade Filter Paper	1	Box	
103	Field Hat Cap	Agricultural Sun Protection Hat	1	Nos	
104	Brown seed covers	Seed Packing Paper Covers	1	Nos	
105	Styro foam sheet (24 inch thick)	Thermocol Insulation Sheet	1	Sheet	
106	Polythene wire mesh	Plastic Extruded Mesh	1	Meter	
107	Glue Gun	Electric Hot Melt Glue Gun	1	Nos	
108	Glue Sticks	EVA Hot Melt Adhesive Sticks	1	Packet	
109	Plastic container-10 liter capacity	Food Grade Plastic Container	1	Nos	
110	Perforated plastic pots 3, 5, 7 Liters	Nursery Grade Ventilated Pots	1	Nos	

S.No.	Particulars	Specifications	QTY	UOM	Amount
111	Brown seed covers (7 x 9cm) Per 1000	Kraft Paper / Brown Paper	1	Nos	
112	White plastic labels Per - 500	Nursery Identification Labels	1	Nos	
113	Yellow labels Per - 500	Self-Adhesive Identification Labels	1	Nos	
114	Field Shoes Size:- 37, 38, 39, 40, 41, 42	Agricultural Safety Footwear	1	Pairs	
Total :-					

NOTE:

***The bidders have to quote for 1 (one) quantity for each service. Purchase Order's will be placed as per requirement during the period of contract**.

***Do not give the pricelist. Provide information against each item in BOQ only, otherwise, quote will be disqualified.

TENDERER'S NAME & SIGNATURE WITH SEAL

ANNEXURE – II

On the Letterhead of the Vendor/Contractor/Service Provider Details

Date:

To,

The Director,
ICAR-Indian Institute of Rice Research,
Rajendranagar, Hyderabad 500 030
Telangana State.

Dear Sir,

We hereby give our consent to accept the related payments of our claims/bills on ICAR-IIRR through Cheques or Internet based online E-Payments/PFMS system at the sole discretion of NRCPB. Our Bank account and other details for the said purpose are as under:

A. Vender Details.	
1. Name (As per the Bank Records)	
2.Address:	
3. PAN No.:	
4. TIN No.:	
5. GST No.:	
6. LST No. :	
7. CIN No.:	
8. E-Mail ID:	
9. Mobile Number/Landline Number:	
B. Particulars of Banks Account:	
1. State the firm is: (a) Proprietary firm (2) Partnership (3) Company under the company act.	
2. Bank Name:	
3. Branch Name/Branch Code:	
3. Branch Address	
4. 9 Digit MICR No. of Bank and Branch (As per appearing on the cheque)	
6. Account Type (Savings/Cash credit/Current)	
7. Account Number (As appearing on the cheque book)	
8. IFSC Code of the Branch (For RTGS)	
9. IFSC Code of the Branch (For NEFT)	

Please attach a blank copy of a cancelled cheque/photocopy of a cancelled cheque issued by your Bank relating to the above account number for verifying the accuracy of the 9 digit MICR code number.

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the user Institution responsible.

Date :

Signature/Seal of Firm
Phone No:

Certified that the particulars furnished above are correct as per our records.

Date :

Company's Authorized Signatory
Phone No:

<u>Encl:</u> Photocopy of cheque duly cancelled and copy of Indian PAN Card.

ANNEXURE – III

Benefits to Micro and Small Enterprises (MSEs)

With reference to the Order of the Ministry of MSME, under the Public Procurement Policy March 2012, Micro and Small Enterprises shall be entitled for benefits, subject to terms and conditions, as under:

1) **Purchase Preference for MSE:**

In tenders, where the L-1 (evaluated price) bidder is a non-MSE, up to 20% of the tendered quantity shall be allowed to be supplied by participating MSEs provided that the tendered quantity is divisible into two or more orders and adequate for the purpose; all qualifying bidders have agreed for acceptance of part-order quantity and participating MSE matches the L1 rate.

A share of 4% out of this 20% shall be allowed to be supplied by participating MSEs owned by Scheduled Cast/Scheduled Tribe Entrepreneurs. In the case of an SC/ST owned MSE failing to participate in the tender or not meeting the tender requirements, this 4% sub- target shall be met by other participating MSEs. The above shall be subject to that the participating MSE (including SC/ST) bidders shall have quoted a price within +15% of theL1 bid price and further that they shall agree to match their quoted price with the L1 price.

In case that two or more MSEs are within the L1 + 15% band, all such MSEs will be offered the opportunity to match the L1 rate and 20% of the order will be shared equally by them.

Where the MSE is SC/ST owned, they shall be exclusively awarded a share of 4% of the above 20% in addition to equally sharing the balance 16% with other non-SC/ST MSEs. In case of more than one SC/ST MSE matching the L1 price, they shall equally share 4% of the order, and additionally share the balance 16% with other non-SC/ST MSE bidders.

2) **Exemption from Earnest Money Deposit (EMD) / Tender cost and Security Deposit (SD) for MSE:**

a. Tenders shall be provided free of cost and tender documents are downloadable from the websites of ICAR-IIRR (http://www.iirr.org.in) and the Central Public Procurement Portal (CPPP) (http://www.eprocure.gov.in/epublish/app)

b. MSE units qualifying as at (point no. 1) above shall be exempt from paying EMD.

c. Additionally, MSEs registered with NSIC shall be exempt from paying Security Deposit up to the monetary limit mentioned in the certificate.

ANNEXURE – IV

PERFORMANCE STATEMENT FROM

Details of similar service successfully executed during past 3 years in India

Name of the Firm _____

Order Placed by (full address of Purchaser)	Order No. and date	Description of sequencing services	Value of order	Date of completion of deliver as per contract	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any	Name of Contact person along with Telephone No. FAX No. and e-mail address

Signature and Seal of the manufacture/bidder

…….. Place :

date :