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केन्द्रीय मात्स्यकी प्रौद्योगिकी संस्थान
CENTRAL INSTITUTE OF FISHERIES TECHNOLOGY
(भारतीय कृषि अनुसन्धान परिषद)
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)
विल्लिंगडन आइलैंड, मत्स्यपुरी पी. ओ., कोच्चिन-682 029
WILLINGDON ISLAND, MATSYAPURI P.O., COCHIN-682 029



TENDER FOR

“Petty works at ICAR-CIFT, Kochi”

Tender Enquiry No.: **F.No.1-4/2025-E&M** (Part II)

email: e.mcift@gmail.com

website: www.cift.res.in

www.eprocure.gov.in

Tel: 0484–2412444 / 2412441 / 2412300

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NOTICE INVITING TENDER

CIFT invites e- tenders for the work “Petty works at various places at ICAR-CIFT at ICAR-CIFT, Kochi-29” as per BOQ schedule of work enclosed through the website www.eprocure.gov.in from CPWD/PWD/MES or other Government agency registered contractors.

Tender Enquiry No.F.No.1-4/2025-E&M (part II)	
Published Date	23.07.2025 – 14.00 hrs
Bid Submission start date	23.07.2025 – 14.30 hrs
Bid Submission end date	10.08.2025 – 9.00 hrs
Bid Opening date	11.08.2025 – 9.00 hrs
End date for submitting Bid security	10.08.2025 -- 10.30 hrs

IMPORTANT NOTES:-

1. Tender Documents can be downloaded from cift website www.cift.res.in or from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enroll / register in the e- procurement module of Central Public Procurement Portal through the website: www.eprocure.gov.in. Bidders should also possess a valid DSC for online submission of bids.
2. **Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.**
3. CIFT reserves the right to accept / reject any /all tenders in part /full without assigning any reason thereof.
4. CIFT will not be responsible for any delay in enrollment / registration as bidder or submitting / uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website www.eprocure.gov.in and enroll their Digital Signature Certificate and upload their quotation well in advance.
5. Any changes / corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.

Asst. Admn.Officer (E & M)
FOR DIRECTOR

Place: Cochin
Date: 23.07.2025

INSTRUCTIONS TO THE TENDERERS

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. For Online Bid Submission, as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

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

For Registration

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
2. No extra payment shall be paid on account of any discrepancy in nomenclature of items.
3. Bidders should be registered Government Contractors.
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, CIFT, reserves the right to reject any tender/bid wholly or partly without assigning any reason.
6. The Works Committee constituted by the Director, CIFT shall have the right to verify the particulars furnished by the bidder independently.
7. The work/service invited is for CIFT, Cochin and the contractor shall be responsible for any damage caused during the execution of work.
8. All the tender documents & Price Bid to be uploaded as per this tender are to be digitally signed by the bidder.
9. Bidder should log into the site 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.
10. Only bids received on CPP Portal will be considered for opening. Bids in any physical form sent through fax/email/courier/post/ delivered personally will not be considered.
11. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

All the communication with respect to the tender shall be addressed to:

**The Director,
Central Institute of Fisheries Technology,
Willingdon Island, Matsyapuri P.O. Cochin – 682029.**

GENERAL TERMS & CONDITIONS

1. Before quoting for the tender, it is requested to kindly go through the Tender Document thoroughly and abide by all the terms and conditions given.
2. **Before quoting the rates, the site may be inspected.**
3. Tender received after due date and time shall not be entertained.
4. The quoted rates must be valid for six months.
5. Rates quoted must be given in the prescribed format in BOQ only and GST applicable may also be shown.
6. **Bid Security**

The Contractor should furnish a **Bid Security of Rs.52,300/-(Rupees fifty two thousand three hundred only)** on or before **10.8.2025**. The Contractor should furnish a **Bid Security** along with bid in the form of Insurance Surety Bonds, Account Payee Demand Draft from any of the Commercial banks in favour of "ICAR Unit CIFT, Cochin" payable at State Bank of India, Willingdon Island Cochin-682003, Fixed Deposit receipt or banker's cheque or Bank Guarantee from any Commercial Banks. Name of the Tender and Tender reference number has to be furnished behind the Bid Security /Bankers cheque. The Tender without Bid Security will be rejected. The Bid security should be valid for a period of 45 days after expiry of the final bid validity period and latest by the 30th day after the award of the contract. Bid security should be refunded to the successful bidder on receipt of a performance security. Bid security will be returned to the unsuccessful bidders after the orders are placed with the successful bidder. The bid security will be forfeited if the bidder fails to accept the order based on his/her bid or fail to carry out the work. All firms with valid MSME Certificate are exempted from submission of EMD/Bid Security. In case the tender fall in these categories, the bidder should furnish a certified copy of its valid registration details.

7. **The Contractor should furnish a Tender Acceptance Letter as per Annexure-I.**
8. The quotation must be for the whole work and not in fragments.
9. The Institute will not supply any tools, equipment, materials. The contractor has to make their own arrangement.
10. Works are to be executed strictly as per the specifications mentioned in the tender document, failing which, payment will not be made. Six months guarantee should be provided for the repairs undertaken.
11. Mandatory tax will be deducted at source from the bill as per rules.
12. **GST registered Agencies/Firms should quote the GST rate mandatorily.**
13. 1% of the billed amount towards water charges will be recovered, if water for the work is supplied by the Department.
14. Deductions for electrical charges either on actual basis or at the rate of 1% of the billed amount will be made if the electricity is supplied by the Department.
15. The Contractor shall furnish a performance security for an amount of 10% of the contract value, valid up to 60 days after the completion of all contractual obligations by the Contractor, including the warranty obligated, within 14 days after award of work by the Institute. The same will be refunded to the Contractor without interest after completion of the contract. Contract in all respect but not later than 60(sixty) days of completion of all obligations.

16. Performance Security may be furnished in the form of Insurance Surety bonds, Account payee Demand draft, Fixed Deposit Receipt from a Commercial bank, Bank guarantee issued/confirmed for any of the Commercial Bank of India. Form of Bank Guarantee enclosed. The Performance Security will be forfeited and credited in the procuring entity's account in the event of a breach of contract by the Contractor.
17. The agency has to abide by all rules and regulations pertaining to labour act. The contractor has to take all necessary steps for the welfare measures of labour employed by him at the site.
18. The agency will be fully responsible for providing medical facilities to their labourers in case of any accident, etc. Matters related to labour welfare/problems should be dealt by the contractor only. CIFT, Cochin shall not be responsible in such matters.
19. The tenders/bidders in their own interest are instructed to visit the site for understanding the site conditions, nature of work involved, etc
20. Legal jurisdiction for all disputes shall be within the purview of Ernakulum.
21. The payment shall be released only as per the actual measurement at the site and after satisfactory completion of work. No part payment/supplementary/enhanced/revised shall be considered in any circumstances.
22. Work is to be completed within 1 months from the date of award of work. It would be realized @0.5% of the base price (excluding tax) of delayed work for each week of delay subject to maximum 10%.
23. The defect liability period is six months after completion of the work. Any defect arising in the defect liability period is to be rectified by the contractor without any extra cost
24. No labour of the contractor will be allowed to stay within the campus/site for the work.
25. The decision of the Competent Authority shall be the final to select the competent firms/contractors.
26. In case of closing/opening day of the tender happen to be non-working day due to strike/holiday etc., the tender will be opened on the following working day.
27. The work shall be executed as per the approved specifications and CPWD norms.
28. The contract can be terminated at any time without assigning any reason.
29. The Director, ICAR - CIFT, Cochin reserves the right to accept or reject any tender / all tenders without specifying any reason whatsoever. No correspondence shall be entertained in this regard. The decision of the Director shall be final and binding on all concerned in such matters.

Asst. Admn. Officer(E&M)

Online Bid Submission Details

Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in single cover explained below:-

(Following documents to be provided)			
S.No.	Types	Content	
1	Document	Labour Registration Certificate	.pdf
2	Document	Income Tax Certificate	.pdf
3	Document	Duly signed tender document	.pdf
4	Document	GST Registration	.pdf
5	Document	Tender Acceptance Letter	.pdf
6	Document	Bid Security/Exemption Certificate/Bank Guarantee	.pdf
7	Document	Self-attested Site visit report with date	.pdf
8	Document	Experience Certificate	.pdf
9	Financial Bid	Price bid (BOQ) to be filled in Excel format as per instructions given in price bid	.xls

All the documents and BOQ has to be digitally signed by the bidder.

**Asst. Admn. Officer (E&M)
For Director**

TENDER ACCEPTANCE LETTER
(To be given on company letter head)

Date:

To,

The Director,
ICAR-Central Institute of Fisheries Technology,
Willingdon Island, Cochin-29.

Sub: Acceptance of terms and conditions of tender-reg.

Ref: Tender No.

Name of the tender:

Sir,

1. I/we have downloaded the tender documents for the above mentioned Tender from the website(s) name:
.....
.....

as per your advertisement.
2. I/we have certify that I/we have read the entire terms and conditions of the tender documents from page No. to (including all documents like Annexure(s), schedules(s), etc.) which form part of the contract agreement and I/we shall abide hereby the terms/conditions, clauses contained therein.
3. I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/ corrigendum(s) in its totality.
4. I/we do hereby declare that our firm has not been blacklisted/ debarred by any Government Department/Public Sector Undertaking.
5. I/we certify that all information furnished by our firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your Department/organization shall without giving any notice or reason thereof or summarily rejected the bid or terminate the contract.
6. I/we engage to supply the material(s) to your office and comply the following:
7. Tender schedule and Technical Specification indicated
8. This office is valid for 90 days from the date of opening of the tender
9. That the rates quoted are not higher than the rates quoted for same item to any Government/ Undertaking.
10. That the bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

Signature & Seal Place & Date		Name of the Authorized Signatory:	
Address		Telephone No. Fax No. Mobile No. E-mail ID	

BANK GUARANTEE FOR PERFORMANCE SECURITY/BID
(Non-judicial stamp paper for Rs.100/-)

To

The Director,
ICAR Unit
CIFT., Cochin.

WHEREAS..... (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no.dated to supply (description of goods and services) (hereinafter called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until theday of, 20.....

(Signature of the authorized officer of the Bank)

.....

Name and designation of the officer

.....
.....

Seal, name & address of the Bank and address of the Branch