



भाकृअनुप-विवेकानन्द पर्वतीय कृषि अनुसंधान संस्थान, अल्मोड़ा-263601 (उत्तराखण्ड)  
ICAR-Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora - 263601 (Uttarakhand)  
(भारतीय कृषि अनुसंधान परिषद / Indian Council of Agricultural Research)  
(कृषि अनुसंधान एवं शिक्षा विभाग / Department of Agricultural Research & Education)  
(कृषि एवं किसान कल्याण मन्त्रालय, भारत सरकार)  
(Ministry of Agriculture and Farmers Welfare, Government of India)



ISO 9001:2015

No: I-913/2017-18/Admn. III/ 4341

Date 06.01.2018

**Subject : Quotation for Purchase of Variable Frequency Drive.**

Sir,

You are requested to kindly quote your lowest rates keeping in view the following terms & conditions in respect of the articles indicated overleaf :-

1. The quantity proposed in the quotation may be increased or decreased at the discretion of the authority while placing the order.
2. No advance payment will be made.
3. Quotations not found according to specification will be rejected/not be considered.
4. The firm should supply the printed literature, operational manual etc., if applicable. The firm should also supply a copy of the authorised dealership certificate of the item, if applicable.
5. The rate should be on **F.O.R. ICAR- V.P.K.A.S., Almora/Hawalbagh.**
6. No. form 'C' & 'D' for sales tax/GST will be issued. Payment will be made at full rate, if applicable. However, the firm is required to produce the valid sales tax/GST Registration No. The firm should also indicate PAN/TIN as per Income Tax Rules.
7. Tender should be submitted against each item by online mode through Central Public Procurement Portal at <https://eprocure.gov.in/eprocure/app>.
8. Tenderers/Bidders must submit EMD which should reach ICAR-VPKAS, Almora (Uttarakhand) on or before closing date of submission of tender, failing which their tenders/bids will not be considered. Bidders may also submit Hard Copy of document submitted online except Technical Bid and Financial Bid, if they so desire. The cost of tender form is waived off as per the provision contained in GFR 160 (iv).
9. Manual/Offline bids will not be accepted under any circumstances from the bidders/Tenderers who had not submitted their bids online through CPP Portal.
10. The Rates quoted should be **clearly indicated in figure as well as in words.** While quoting the rates, it may be clearly indicated whether the items are inclusive or exclusive of ST, CST, VAT, Excise Duty, Custom Duty, GST/Octroi, etc. either in terms of percentage or in absolute term.
11. Delivery will have to be made normally within 20 to 30 days from the date of issue of our order or as mentioned in the supply/work order unless such extension is allowed by the Institute, **failing which suitable penalty as indicated in the supply/work order will be imposed.**
12. **The quotation may be sent online to this office on or before 27.01.2018.**
13. In case of any disputes, the decision of the Director, ICAR- V.P.K.A.S., Almora shall be binding on the part of the contractor/supplier.

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14. Bid security, earnest money of **Rs. 4,000.00 (Rupees Four Thousand Only)** should be deposited *in the form of Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Commercial Banks in favour of the Director, V.P.K.A.S., Almora payable at S.B.I. Almora.* Otherwise the tender will be treated as cancelled. Bidders who are registered with CPO, NSIC, ICAR, DARE or MOAFW are exempted from submission of bid security.
15. In case, rates are quoted in terms of foreign currency, the rates must be quoted as on FOB basis and NOT on CIF basis indicating all the terms and condition. The foreign banking charges shall be borne by the beneficiary.
16. No part supply will be allowed.
17. **The Technical Bid should consist of all the Technical details like detailed specifications, brand name, model and make, catalogue, authorization letter (if applicable), dealership certificate (if applicable), price list (if any), sales tax certificate, VAT/GST registration certificate etc. along with all the commercial terms and conditions.**
18. **The financial bid should consist of the rate only.** Price quoted must be given per unit and must be all inclusive, including packing, forwarding, delivery, taxes, VAT/GST etc., as may be applicable, but shown individually. The amount of discount, etc. offered by the bidder should be specifically shown as admissible. The rates quoted should be FOR for the mentioned items. The rates must be valid for at least 6 months from the date of quotation.
19. The Buyer shall not be responsible for payment of transit insurance charges.
20. (a) **In case of imported goods, the price may be quoted in foreign currency and import will be on FOB basis.** However, custom clearance, Inland freight etc. will be the responsibility of the supplier and no separate charges will be paid for that, however, custom duty exemption certificate shall be provided. The supplier should inform well in advance for sending these papers. No demurrage charges will be paid. If the supplier desires, rate in corresponding Indian currency may be quoted. It will be at the discretion of the authority of ICAR- VPKAS, Almora to accept Indian or Foreign currency prices.  
(b) In case of any custom duty charge, applicable as per Govt. of India's Notification, the same may be paid by the firm which will be reimbursed to the Indian Agent immediately, subject to the condition that the bill of entry in original along with all relevant papers are submitted immediately, after custom clearance and installation and demonstration of the items. Installation and demonstration should be free of cost.

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- (c) **The import & payment will be made by means of Foreign Bank Draft/ Site Draft in case of foreign imported goods.** Performance Bank guarantee of 10% FOB value valid till the end of warranty period should be submitted before the release of the security deposit. All bank charges outside and inside India shall go to the beneficiary's account. Draft making charges would go to the beneficiary's account and a scanned copy of the draft, if required, can be sent to the Indian agent by post/email. Draft would be handed over after successful installation and demonstration which should be completed within 45 days from the date of draft and submission of all documents like bill of entry etc.
- (d) All imported items should be delivered up to destination i.e. all the import should be free of inland freight charges, insurance etc.
- (e) **Indian Agency Commission (IAC) rate and amount should be clearly specified as per rules. IAC, wherever applicable, will be paid in Indian Currency only.**
- (f) In case of delay in supply, penalty will be imposed @2% per week, subject to a maximum of 10% of the FOB value
- g) Indian Agents quoting on behalf of their principal are requested to provide necessary authorization letter from their principal along with the quotation.
21. **Performance Bank Guarantee is required for all indigenous items also. For items less than Rs. 50,000, the amount should be 5% of the actual cost of the equipment/works and for items more than 50,000.00 the amount should be 10% of the actual cost of the equipment/works. The bank guarantee should cover sixty days more than the entire guarantee/warranty period.**
22. The guarantee/ warranty should be from the date of installation. All guarantee/ warranty services should be attended within a maximum limit of 15 days, failing which, proportionate deductions from the PBG may be made at the discretion of the Institute.
23. Legal jurisdiction for all disputes shall be within the purview of the Almora Court.
24. The User list/work experience with proof for the Item/Work being quoted must be provided.
25. Bidders should mandatorily give their current PAN Card No., TDS & other Bank A/C details to enable the office for releasing the dues via e- payment basis.
26. The rate should not exceed Maximum Retail Price (MRP) (wherever exists or in public domain).
27. Other terms & conditions, as may be decided by the Competent Authority from time to time, depending upon the condition & requirement of the supply. The intimation in this regard, shall be provided well in advance & the bidder/ supplier shall be bound by the said terms & conditions.

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28. Director, ICAR- V.P.K.A.S., Almora reserves the right to accept or reject any or all the quotation without assigning any reason.
29. For any query/ clarification, the undersigned may be approached at e-mail : [director.vpkas@icar.gov.in](mailto:director.vpkas@icar.gov.in)/[ao.vpkas@icar.gov.in](mailto:ao.vpkas@icar.gov.in)

Check List	
Sl.	Documents Attached
1.	Earnest Money Deposit (EMD)
2.	Authorization Letter from Principal/Manufacturer (if applicable)
3.	Technical Bid
4.	Financial Bid
5.	User list
6.	Certified copy of PAN
7.	TIN Number/GST

Yours Sincerely,

*Rodhita*  
*6/1/18*  
Officer In-charge (Store)  
for Director

Specification of Variable Frequency Drive

S No	Particulars	Specifications
1	Input voltage	Up to 240 V
2	Power rating	5 kW
3	Input frequency	50-60 Hz
4	Output phase	3 phase

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