



ICAR - NATIONAL DAIRY RESEARCH INSTITUTE
(Indian Council of Agricultural Research)
KARNAL-132001 (Haryana) INDIA



F.No. 3070/CompoundFeed/Grants/LRC/2020-21-22

Dated 3rd August, 2021

e-TENDER NOTICE INVITING (NATIONAL COMPETITIVE BIDDING)

Online bids are invited on single stage two bid system for “Supply of Compound Cattle Feed & Calf Starter (Mash Form)”

Tender documents may be downloaded from NDRI web site www.ndri.res.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET as under:-

CRITICAL DATE SHEET

Published Date	03.08.2021 at 4.00 PM
Bid Document Download / Sale Start Date	03.08.2021 at 4.30 PM
Bid Submission Start Date	03.08.2021 at 4.30 PM
Pre Bid Meeting Date	11.08.2021 at 11.00 AM Online (through Zoom app): The Meeting ID and Password would be made available on the http://ndri.res.in
Bid Submission End Date	24.08.2021 at 4.30 PM
Bid Opening Date	26.08.2021 at 10.00 AM
Place of opening of Technical bid	Chamber of Assistant Administrative Officer (P)
Address for communication	Purchase Section, ICAR- NDRI, Karnal-132001

(Important Note:- All the bidders are required to attach/upload all the required documents mentioned at Sr. No. 4 on page 2 alongwith Check list, failing which the tender shall be liable to rejection.)

1. On behalf of Director, ICAR-NDRI, Karnal, Electronic Quotations/tenders under Open tender enquiry, Bids are invited from the registered firms/their authorized dealer registered on portal etc. for the goods mentioned below. The Quotations/bids duly sealed/signed & completed in all respect should be submitted with scan documents online at CPPP **latest by 24.08.2021 at 4.30 PM.** The incomplete Quotations/bids will be treated as rejected. The Quotations received after stipulated date & time will not be considered & rejected, and no correspondence in this regard will be entertained.
2. The Tender form/bidder documents may be downloaded from the <https://eprocure.gov.in/eprocure/app>. **Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory.**

Manual/Offline bids shall not be accepted under any circumstances. However, for the purpose of realization, the bidder has to send the Demand Draft/ Banker's Cheque/ Pay Order in favour of ICAR-UNIT, NDRI, Karnal in original (if required) to this institute through post or by hand so as to reach by the time of tender opening.

3. Tenderers / bidders are requested to visit the website <https://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Director, ICAR-NDRI, Karnal reserves the right to accept or reject any or all the tenders.
4. The firms are required to upload copies of the following documents duly self attested duly indicating the Page Nos. of the tender documents:-

• **Technical Bid**

- i. Scanned copy of **Bid Security Declaration as per Annexure-I**.(mandatory for all bidders including MSME/NSIC/Startups)
- ii. Scanned copy of Firm's Registration.
- iii. Scanned copy of Firm's PAN Card.
- iv. Scanned copy of Firm's GSTIN No.
- v. Scanned Copy of Purchase orders as a proof for supply of Animal Compound Feed (in ICAR Institutes/Universities/Autonomous Bodies/listed companies/Registered companies /any other Govt. Deptt./Organisations of repute) of worth Rs. 1.00 Crore (Rupees One Crore) during last 02 Years (FY 2019-2020 and 2020-2021) either directly / through their authorized dealer and / or their authorized stockiest (billing proof).
- vi. Scanned Copy of profit & loss and balance sheet of the firm for last 2 years i.e. FY 2018-19 & 2019-20 certified by the Chartered Accountant having minimum turnover not less than Rs. 50 Lakhs in each of the financial year failing which the firm will not be considered as technically responsive.
- vii. Scanned Copy of income tax return for the FY 2018-19 & 2019-20.
- viii. Scanned Copy of Cancelled Cheque of the bank in which the firm maintains its account.
- ix. Scanned Copy of duly filled, signed and sealed Manufacturer's Authorisation (if any).
- x. Scanned Copy of signed and stamped Certificate indicating details/name of blood relatives of the bidder engaged/employed in ICAR-NDRI, Karnal at a prominent permanent post/position, if any. Otherwise, Nil-Engagement certificate, signed and stamped, is to be given.
- xi. Scanned copy of CERTIFICATE FOR FEED MANUFACTURING CAPACITY OF 50 TONNE PER DAY by manufacturer or authorized dealer.
- xii. The scanned copy of the Certificate of **Non-Blacklisting/ Not Banned/Temporarily suspended** by any Govt. Deptt. / Organizations during last three years as per annexure –II.
- xiii. Any Bidder seeking benefit/preferences under MSME(Udyam registration)/NSIC/Startup/MII must submit all relevant and valid documents/certificates for consideration at the time of bidding itself.
- xiv. Tender acceptance letter in the prescribed format as per annexure-III.
- xv. Scanned copy of Check list as per Annexure-IV.

• **Financial Bid:-**

Financial bid should be quoted as per BOQ.

5. The Bidders may submit their Techno-Commercial bids and price bids online on the portal of CPPP. No conditional bids shall be allowed/ accepted. Bidders will have to upload scanned copies of various documents required for their eligibility and all other documents as specified in NIT, techno-commercial bid in cover-I, and price bid in Cover-II. To enable system generated techno-commercial and price comparative statements, such statement may be submitted in Excel formats strictly.
6. The Financial Bid of the Technically Qualified bidders only will be opened after short listing of techno-commercially acceptable bidder with due information through system generated emails & SMS alerts.

7. LIST OF REQUIREMENTS

S.No.	Items	Total Qty. (In Qntls.)
1.	Compound Cattle Feed (Mash Form)	9500
2.	Calf Starter (Mash Form)	300

Terms of Delivery and Destination:

Central Store, ICAR-NDRI, Karnal. Supply will be accepted on any working day during office hours from 09.30AM to 05.00 P.M

For execution of Supply Order of Compound Cattle Feed (Mash Form), the supply will be made as per following schedule:

Sr. No.	Item(s)	Total Qty. (In Qntls.)	Schedule-I Upto 15-09-2021 (In Qntls.)	Schedule-II Upto 15-10-2021 (In Qntls.)	Schedule-III Upto 31-12-2021 (In Qntls.)	Schedule-IV Upto 28-02-2022 (In Qntls.)
1.	Compound Cattle Feed (Mash Form)	9500	2500	2500	2500	2000
2.	Calf Starter (Mash Form)	300	75	75	75	75

Note: Price quoted shall be in Indian Rupees.

Packing: The consignment may be dispatched in fresh new bags. An amount of Rs. 50/- per Bag will be deducted in case the material is dispatched in Old/Torn Bags.

TECHNICAL SPECIFICATIONS FOR CATTLE FEED

Table 1. Compounded cattle feed (Concentrated Mixture) Mash Form formulation

S.No.	Ingredients	Quantity (Kg /100 Kg)
1	Maize Grain	25.00
2	Barley Grain/ Bajra Grain	10.00
3	Soyabean Meal	12.00
4	Groundnut Cake	6.00
5	Mustard Oil Cake	13.00
6	Cottonseed Cake (decorticated)	5.00
7	Gram Churi	10.85
8	Wheat Bran	10.00
9	Deoiled Rice Bran	5.00
10	Mineral Mixture (BIS Type II)	2.00
11	Common Salt	1.00
12	Toxin Binder	0.15
	TOTAL	100.00

S.No.	Chemical composition on DM Basis	
1	Moistures (Maximum)	11.0%
2	Crude Protein (Minimum)	20.0%
3	Ether Extract (Minimum)	3.0%
4	Crude Fiber (Maximum)	12.0%
5	Acid Insoluble Ash (Maximum)	3.5%

Table 2. Composition for Calf Starter (CP 24%) Mash Form

Sr.No.	Ingredients	Quantity (per 100 kg.)
1	Maize	32.00
2	Barley	4.00
3	Groundnut Cake	8.00
4	Soyabean Meal	14.00
5	Full Fat Soya (Roasted)	13.00
6	Linseed Meal	10.00
7	Mustard Oil Cake	6.00
8	Wheat Bran	5.75
9	Deoiled Rice Bran	4
9	Toxin Binder	0.15

10	Yeast Supplement (Feed grade)	0.10
11	Mineral Mixture (BIS Type II)	2.00
12	Salt	1.00

Chemical composition on DM Basis		
1	Moistures (maximum)	11.0%
2	Crude Protein (Minimum)	24.0%
3	Crude Fiber (Maximum)	7.5 %
4	Ether Extract (Minimum)	5.0%
5	AIA (Maximum)	2.5%

Terms for Compound Feed (Mash Form) / Calf Starter (Mash Form) Supply:-

1. The firm supplying feed must have processing capacity of at least 50 tones feed/day. The feed supplier must have ISO 9002 certified feed manufacturing unit. The firm should be capable to prepare monthly supply in one day and supply to the institute within 1-2 days.
2. The feed will be prepared by the supplier as per the given formula, Mineral Mixture and additives mentioned in the feed formula. As appropriate BIS approved ingredients to be used. The Institute reserves the right to visit the feed manufacturing facility at the time of feed preparation for Institute supply. Feed will be prepared in the presence of representatives of the institutes. The feed ingredients can be inspected by the institute's representatives/committee and the committee can reject the sub standard material and firm will have to replace it with quality ingredients before starting production.
3. Prepared feed are required as per specifications. The feed should be palatable to the animals, unpalatable feed will not be accepted and will require immediate replacement. Prorata deduction shall be made for different nutrients as mentioned below (Table 3).
4. Feed preparation and supply schedule will be on as per schedule, however can be changed with prior intimation.
5. The supplied feed should be free from insect infestation, fungus, stale odor, lumps and other undesirable extraneous material. After receiving feed at the institute, feed quality control laboratory of the NDRI, Karnal will take the samples and will submit report within 5 days. Material will be only accepted after receiving satisfactory report. If the quality is not as per specifications but within acceptable limits, pro-rata deduction will be made. Beyond the acceptable limits the feed can be rejected and firm will have to lift the material at their own cost.
6. The feed will be received in bags on net weight basis. Packing material cost i.e cost of bags is to be borne by the supplier. Packing material will be property of the institute. In case of using poor quality packing bags appropriate deduction will be made.
7. Supply will be FOR Institute's godown. Loading, transporting, unloading at NDRI godown cost will be borne by the supplier.
8. Date of preparing feed will be communicated to the firm one week in advance. Required quantity can be increased/ reduced by 50% by the competent authority of the institute.
9. In case of inability of supplier to maintain quality of finished product or inability to follow required supply schedule, the contract can be terminated and supplier's security will be forfeited. The supplier can be black listed and this may be communicated throughout India. Institute administration is requested to consider above term & condition along with other relevant terms and condition which administration consider necessary in the interest of the institute, while inviting the tenders.

Table 3: **Quality criteria for final acceptance/prorata deduction/rejection:-**

Sr. No.	Name of Items	Parameter	Acceptable	2.5 % Deduction	5% Deduction	Rejection
1	Compound Feed (Mash Form)	Moisture (%)	11.00 Max.	>11.00 - ≤12.00	>12.00 - ≤13.00	Above 13.00
		Crude Protein (%)	20.00 Min.	>20.00 - ≤19.00	>19.00 - ≤18.00	Below 18.00
		Ether Extract (%)	03.00 Min.	>3.00 - ≤ 2.60	>2.60 - ≤2.00	Below 02.00
		Crude Fibre (%)	12.00 Max.	>12.00 - ≤13.00	>13.00 - ≤13.50	Above 13.50
		AIA (%)	03.50 Max.	>03.00 - ≤03.25	>03.25 - ≤03.50	Above 3.50
		Aflatoxin B-1	20.00 ppb (Max.)	---	---	Above 20 ppb
2	Calf Starter (Mash Form)	Moisture (%)	11.00 Max.	>11.00 - ≤12.00	>12.00 - ≤13.00	Above 13.00
		Crude Protein (%)	24.00 Min.	>24.00 - ≤23.00	>23.00 - ≤22.00	Below 22.00
		Ether Extract (%)	05.00 Min.	>05.00 - ≤04.00	>04.00 - ≤03.50	Below 03.50
		Crude Fibre (%)	07.50 Max.	>07.50 - ≤08.50	>08.50 - ≤09.00	Above 09.00
		AIA (%)	02.50 Max	>02.51 - ≤02.75	>02.75 - ≤03.00	Above 03.00
		Aflatoxin B-1	20.00 ppb (Max.)	---	---	Above 20 ppb

GENERAL INFORMATION/TERMS & CONDITIONS

1. A Bidder requiring any clarification or elucidation on any issue of the Bidding documents may take up the same with the purchaser in writing or by fax / e-mail/post.
2. If a Bidder asks for GST to be paid extra, the rate and nature of GST applicable should be shown separately.
3. Alternative Bids shall not be considered.
4. If a Bidder furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its Bid will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.
5. The purchaser reserves the right to accept in part or in full any Bid or reject any Bid without assigning any reason or to cancel the Bidding process and reject all Bids at any time prior to award of contract, without incurring any liability, whatsoever to the affected Bidder or Bidders.
6. The supply will be accepted on net weight basis.
7. The supply will be accepted on any working day during office hours from 09.30AM to 05.00 P.M.
8. Rejected supply on visual verification report of Inspector/Inspection Committee of the Institute and any excess quantity supplied must be lifted within a week failing which demurrage charges will be imposed @Rs.50/- per week per 50 Kg bag of compound feed/calf starter. Broken period of a week will be treated as a complete week.
9. The supply should be made as per the schedule given in the contract. In case the material do not conform with our specifications and rejected, the rejected material will be replaced by appropriate quality required by the Institute within 10 days, otherwise purchase will be made at the supplier's risk and cost, and they will be liable to bear any loss which the Institute may sustain on that account. Also demurrage charges as indicated in clause-8 above will be imposed from the 11th day of the supply if not lifted in time.
10. Payment will be made after submission of proper and valid bills in proper format alongwith all required documents after satisfactory quality and quantity verification, within 30 working days after quality approval by the Institute.
11. The Institute may make second analysis of the supplied material in case it is felt at the discretion of the Institute and NOT on the request of the supplier.

12. Performance Security @3% of the ordered value has to be deposited in the form of Bank Draft/FDR/Bank Guarantee within 14 days of placing order or before execution of the supply, whichever is earlier. The instrument should be issued from a scheduled commercial bank.
13. Empty bags will not be returned.
14. Liquidating damage charges and forfeiture of EMD/Security Money shall be imposed, if the supplier fails to deliver any or all the goods within the time period specified in the contract. Deduction may also be made from the running bill of the firm if it is felt necessary.
15. In the event of rejections (not deductions) of 4 (four) supplies during the contract period, the performance security of the firm will be forfeited and the firm will be blacklisted.
16. Packaging:- The material should be packed in clean and proper bags preferably 50 kgs in each bag. Each bag should be properly stitched or sealed.
17. Conditional tender will be out rightly rejected.
18. The Bid should be submitted in two parts of bid i.e. Technical Bid and Financial Bid. Financial Bid of a firm will only be opened once its technical bid is found to be responsive. No manual Bid will be considered. Any change/modification in the Tender Document/Schedule of Tender will be intimated by corrigendum in the aforesaid website. The names of the responsive firms of technical bid and financial bid will also be uploaded in the same Website for the information of the bidders.
19. In case of any dispute between the purchaser and the supplier, it may be referred to the arbitrator nominated by the Director, ICAR-NDRI, Karnal as per Arbitration Act, 1996 and the Venue of Arbitration shall be Karnal
20. The Director, ICAR-NDRI, Karnal reserves the right to reject any or all tenders without assigning any reasons.
21. Inspection and Quality Control:- If during inspections and tests the contracted goods fail to conform to the required specifications and standards, the purchaser's inspector may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and standards, as required, free of cost to the purchaser and resubmit the same to the purchaser's inspector for conducting the inspections and tests again.
22. Terms of Delivery:- Goods shall be delivered to Central Store, ICAR-NDRI, Karnal.
23. Paying Authority: Comptroller, ICAR-NDRI, Karnal.
24. **DELAY IN THE SUPPLIER'S PERFORMANCE:**
 - i. The supplier shall deliver of the goods and perform the services under the contract within the time schedule specified by the purchaser in the List of Requirements and as incorporated in the contract.
 - ii. Any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all of the following sanctions:
 - (a) Imposition of liquidated damages,
 - (b) Forfeiture of its performance security and
 - (c) Termination of the contract for default.
 - iii. When the period of delivery is extended due to unexcused delay by the supplier, the amendment letter extending the delivery period shall, interalia contain the following conditions:
 - (a) The purchaser shall recover from the supplier, under the provisions of the Contract, liquidated damages on the goods and services, which the Supplier has failed to deliver within the delivery period stipulated in the contract.
 - (b) The supplier shall not dispatch the goods after expiry of the delivery period. The supplier is required to apply to the purchaser for extension of delivery period and obtain the same before dispatch. In case the supplier dispatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and / or any other expense related to such supply shall lie against the purchaser.
25. **LIQUIDATED DAMAGES**

If the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, the purchaser shall, without

prejudice to other rights and remedies available to the purchaser under the contract, deduct from the contract price, as liquidated damages @ 0.5% for per week delay in supply subject to maximum of 10%

26. TERMINATION FOR DEFAULT

- i. The purchaser, without prejudice to any other contractual rights and remedies available to it (the purchaser), may, by written notice of default to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the purchaser.
- ii. In the event of the purchaser terminates the contract in whole or in part, the purchaser may procure goods and/or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit and the supplier shall be liable to the purchaser for the extra expenditure, if any, incurred by the purchaser for arranging such procurement.

27. FORCE MAJEURE

- i. The supplier shall not be liable for imposition of any such sanction so long the delay and/or failure of the supplier in fulfilling its obligations under the contract is the result of an event of Force Majeure.
- ii. For purposes of this clause, Force Majeure means an event beyond the control of the supplier and not involving the supplier's fault or negligence and which is not foreseeable. Such events may include, but are not restricted to, acts of the purchaser either in its sovereign or contractual capacity, wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, and freight embargoes.
- iii. If a Force Majeure Situation arises, the supplier shall promptly notify the purchaser in writing of such conditions and the cause thereof within twenty one days of occurrence of such event. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- iv. If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the contract without any financial repercussion on either side.
- iii. In case due to a Force Majeure event, the purchaser is unable to fulfill its contractual commitment and responsibility, the purchaser will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

28. TERMINATION FOR CONVENIENCE:-

- I. The purchaser reserves the right to terminate the contract, in whole or in part for its (purchaser's) convenience, by serving written notice on the supplier at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of the purchaser. The notice shall also indicate interalia, the extent to which the supplier's performance under the contract is terminated, and the date with effect from which such termination will become effective.
- II. The goods and services which are complete and ready in terms of the contract for delivery and performance within thirty days after the supplier's receipt of the

notice of termination shall be accepted by the purchaser following the contract terms, conditions and prices. For the remaining goods and services, the purchaser may decide:

- a). to get any portion of the balance completed and delivered at the contract terms, conditions and prices; and / or
- b). to cancel the remaining portion of the goods and services and compensate the supplier by paying an agreed amount for the cost incurred by the supplier towards the remaining portion of the goods and services.

29. NOTICES :-

Notice, if any, relating to the contract given by one party to the other, shall be sent in writing, which will also provide proof of receipt by the other party, or by post, e-mail or facsimile and confirmed in writing. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the contract.

30. RESOLUTION OF DISPUTES :-

1. If dispute or difference of any kind shall arise between the purchaser and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
2. If the parties fail to resolve their dispute or difference by such mutual consultation within twenty one days of its occurrence, then, unless otherwise, either the purchaser or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided:
 - i) When the contract is with domestic supplier, the applicable arbitration procedure will be as per Indian Arbitration and Conciliation Act, 1996.
 - ii) When the contract is with foreign supplier, the supplier has the option to choose either Indian Arbitration and Conciliation Act, 1996 or Arbitration in accordance with the provision of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.
3. Venue of Arbitration: The venue of arbitration shall be the place from where the contract has been issued.

31. APPLICABLE LAW:-

The contract shall be interpreted in accordance with the laws of India.

ANNEXURE-I

BID SECURITY DECLARATION

I/We undertake that if I/we withdraw or modify their bids during the period of validity of bid etc., the bidder will be liable to be suspended for two years.

Authorized
Signatory with
seal of the firm

ANNEXURE-II

UNDERTAKING IN REGARD TO BLACKLISTING

I/We undertake that the dealings of our firm never blacklisted or stop dealings or tempering ban by any Govt. Organizations/Institutions/Departments since last three years . In case if it is found in correct or guilty at any stage, our tender/bid will be terminated immediately further dealings will be stopped with the firm.

Authorized
Signatory with
seal of the firm

ANNEXURE-III

UNDERTAKING REGARDING TENDER

ACCEPTANCE

I/We undertake that the we are accepting all the terms & conditions as mentioned in the Tender Reference No.....Dated.....

Authorized
Signatory with
seal of the firm

(ANNEXURE-IV)
CHECK-LIST

S.No.	As per Check- List document attached	Page No.
1.	Scanned copy of Bid Security Declaration as per Annexure-I.(mandatory for all bidders including MSME/NSIC/Startups)	
2.	Scanned copy of Firm's registration.	
3.	Scanned copy of Firm's PAN Card.	
4.	Scanned copy of Firm's GSTIN No.	
5.	Scanned Copy of Purchase orders as a proof for supply of Animal Compound Feed (in ICAR Institutes/Universities/Autonomous Bodies/listed companies/Registered companies /any other Govt. Deptt./Organisations of repute) of worth Rs. 1.00 Crore (Rupees One Crore) during last 02 Years (FY 2019-2020 and 2020-2021) either directly / through their authorized dealer and / or their authorized stockiest (billing proof).	
6.	Scanned Copy of profit & loss and balance sheet of the firm for last 2 years i.e. FY 2018-19 & 2019-20 certified by the Chartered Accountant having minimum turnover not less than Rs. 50 Lakhs in each of the financial year failing which the firm will not be considered as technically responsive.	
7.	Scanned Copy of income tax return for the FY 2018-19 & 2019-20.	
8.	Scanned Copy of Cancelled Cheque of the bank in which the firm maintains its account.	
9.	Scanned Copy of duly filled, signed and sealed Manufacturer's Authorisation (if any).	
10.	Scanned Copy of signed and stamped Certificate indicating details/name of blood relatives of the bidder engaged/employed in ICAR-NDRl, Karnal at a prominent permanent post/position, if any. Otherwise, Nil-Engagement certificate, signed and stamped, is to be given.	
11.	Scanned copy of CERTIFICATE FOR FEED MANUFACTURING CAPACITY OF 50 TONNE PER DAY by manufacturer or authorized dealer.	
12.	The scanned copy of the Certificate of Non-Blacklisting/ Not Banned/Temporarily suspended by any Govt. Deptt. / Organizations during last three years as per Annexure –II.	
13.	Any Bidder seeking benefit/preferences under MSME(Udyam registration)/NSIC/Startup/MII must submit all relevant and valid documents/certificates for consideration at the time of bidding itself.	
14.	Tender acceptance letter in the prescribed format as per Annexure-III.	
15.	Scanned copy of Check list as per Annexure-IV.	

Authorized
Signatory with
seal of the firm

MANUFACTURER'S AUTHORISATION FORM

To,

The Hon'ble Director,
National Dairy Research Institute (ICAR),
Karnal – 132 001 (Haryana), India

Ref.: Your Bid Document No.

Dear Sirs,

We....., who are proven and reputable manufacturers of(name and description of the goods offered in the tender) having factories at, hereby authorise M/s. (name and address of the agent) to submit a Bid, process the same further and enter into a contract with you against your requirement as contained in the above-referred Bidding documents for the above goods manufactured by us.

We further confirm that no supplier or firm or individual *other than* M/s. (name and address of the above agent) is authorised to submit a Bid, process the same further and enter into a contract with you against your requirement as contained in the above referred Bidding documents for the above goods manufactured by us.

We also hereby extend our full warranty, as applicable as per clause 15 of the General Conditions of Contract, read with modification, if any, in the Special Conditions of Contract for the goods and services offered for supply by the above firm against this Bidding document.

Yours faithfully,

.....

[Signature with date, name and designation]

For and on behalf of M/s.....

[Name & Address of the manufacturers]

Note : This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

BANK GUARANTEE FORM FOR
PERFORMANCE SECURITY

To,
The Hon'ble Director,
National Dairy Research Institute (ICAR),
Karnal – 132 001 (Haryana), India

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**) (herein after 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 bank** recognised 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 **Rs.** (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 for 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 upto** and **including** the

.....
(Signature with date of the authorised officer of the Bank)

.....
Name and designation of the officer

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