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भाकृअनुप-राष्ट्रीय डेरी अनुसंधान संस्थान (मानद् विश्वविद्यालय)
ICAR-National Dairy Research Institute (Deemed University)
करनाल, हरियाणा (भारत). पिन-132001.
Karnal, Haryana (India). PIN-132001

क्रय अनुभाग(Purchase Section)

F.No. 417309/8306-8310 Dated:6/11.2026

To

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Subject: Limited Tender Enquiry for Hiring Tentage services for Dairy Mela 2026 during the period of 25/11/2026 to 27/11/2026.

Sir,

ICAR-NDRI Karnal invites sealed quotations for award of contract for the above mentioned subject through Limited Tender Enquiry.

Following are the Terms &Conditions for the firms for submission of Quotations:

1. The quotation must be in the form (Annexure-I) furnished by Procuring Entity and should be free from corrections/erasures. In case there is any unavoidable correction it should be properly attested. If not, the quotation will not be considered. Quotation written in pencil will not be considered. **Last date for submission of quotations is 17.11.2026 till 04:00 PM.** Quotations should be either sent through speed post or may be delivered in person to The AAO, Purchase Section, ICAR-NDRI Karnal. Quotations received beyond due date and time as well as in other mode as mentioned above shall not be entertained.
2. Quotation will be opened on 18.11.2026 at 11:00 AM at the indicated venue in presence of the bidders or their representatives who may wish to be present.
3. ICAR-NDRI Karnal reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.
4. Participation in this tender is by invitation only and is limited to the selected suppliers. Unsolicited offers are liable to be ignored. However, suppliers who desire to participate in such tenders in future may bring it to the notice of Procuring Entity and apply for registration as per procedure.
5. ICAR-NDRI, Karnal reserves right to modify the quantity as specified in the contract.
6. The prices quoted should be firm till the supplies are completed. Please quote the rates in words and figures. Rates quoted should be of free delivery at destination

including all charges otherwise the quotation is likely to be rejected. Prices quoted for free delivery at destination will be given preference. If there is no indication regarding the FOR, in the quotation, then it will be considered as FOR destinations. Price quoted should be net and valid for a minimum period of three months from the date of opening of the quotation.

7. Delivery period required for supplying the service should be invariably specified in the quotation.

8. In case your quotation is accepted and order is awarded, the supply against the order should be made within the period stipulated in the order. ICAR-NDRI Karnal reserves the right to recover any loss sustained due to delayed delivery by way of penalty. Failure to supply the services within the stipulated period shall entitle Procuring Entity for the imposition of penalty without assigning any reasons @ 1/2% (half percent) of the total value of the item covered in order as penalty per week subject to a maximum of 5% (five percent) unless extension is obtained in writing from the office on valid ground before expiry of delivery period.

9. If the deliveries are not maintained and due to that account Procuring Entity is forced to buy the material at its own risk and cost from elsewhere, the loss or damage sustained will be recovered from the defaulting supplier.

10. Dispute clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at Karnal only.

11. Our normal payment terms are 100% (hundred percent) within 30 (thirty) days on receipt and acceptance of service satisfactorily.

12. Prices must be quoted in Annexure-I provided with this letter of invitation of quotation.

13. Additional terms and conditions of the contract/ scope of work is attached as Annexure-II.

14. In case the items in the enquiry are covered by any rate contract or running contract finalized by the DGS&D or any other state or central government, it should be specified in your quotation and accepted contract rates should also be mentioned. It should be confirmed whether you could supply at the RC rates outside rate contract.

15. The tentage is to be ready till 23.11.2026 evening 3:00PM and will be used from 25.11.2026 to 27.11.2026 (6:00PM).

16. The successful bidder will have to deposit performance security of Rs 70,000/- in shape of DD/Banker Cheque/ FDR/ TDT in favor of ICAR-Unit NDRI, Karnal at the time of awarding the contract failing which award will not be issued to the firm. The performance security will be refunded after successful completion of work/ services.

17. All the self attested documents in the tender must have legible name and designation of the firm/ company, failing which tender will be rejected.

18. Part execution of the order will not be accepted and payment will be released only on receipts of complete satisfactory services.

19. The Director, NDRI reserves the right to cancel the contract anytime without assigning any reason.

20. Any loss of item due to theft/ natural calamity will not be borne by NDRI, Karnal and will be sole responsibility of the firm only.

21. List of documents to be provided:

I. Copy of GST of the firm.
II. Copy of PAN of the firm
III. Bid security declaration. (Annexure-III)
IV. Copy of Non Blacklisting of the firm. (Annexure-IV)
V. Scanned copy of cancelled cheque.

22. OPTION CLAUSE: The purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of the bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

Asst. Admn. Officer (P)
ICAR-NDRI Karnal

Undertaking to be provided by the firm:

I/we engage to supply the service(s) to your office and comply the following:

i) Tender schedule and technical specification indicated.

2. Item/tender specific conditions for this tender.
3. Terms and conditions provided.
4. I/we confirm that set off for the ED, Taxes, etc. Paid on the inputs have been taken into consideration in the above quoted price and further agree to pass on such additional duties as sets offs as may become available in future..
5. This offer is valid for 90 (ninety) days from the date of opening of the tender.
6. That we have not been debarred by any Government/Undertaking.
7. That the rates quoted are not higher than the rates quoted for same item to any Government/ Undertaking.
8. 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 Authorized Signatory:	
Address:		Tel. No./Fax. No./Mobile No. Email Id:	

ANNEXURE-I

PRICE QUOTE

Sr.No.	Description of Work (tentage for 3 days)	Quantity	Price Quoted	GST amount	Total Price
1	Water proof Tentage stall with ceiling and three side clean parts covered with electric point and one spot light (15x15 feet) for animal and food stalls	150			
2.	Water proof tirpal truss pandal (20*20 sqft) height 12 feet covered by parda two colour white and orange with electric point and one spot light (ready to use before one day of event.	20000			
3.	Orange colour Cloth Jhalar for front of ceiling tent	200			
4.	Front cover/ Parda (15 x10)	150			
5.	Cushion chairs with white cover	500			
6.	Plastic Red chairs	1000			
7.	Tables (2.5 x5 feet) with top and side covers	200			
8.	Sofa with cover (2-seater, 40 pc) and single seater-10 pc	50			
9.	Stage (24 x 48 feet, height 4 feet) covered with White Chandni and supported two side steps	1152sqft			
10.	Cultural Stage (12 x 18 feet, height 4---". feet) covered with White Chandni and supported two side steps	216 sqft			
11.	Centre table with cover	40			
12.	Mat -green (5 X30feet)	150			
13.	Mat-red (5 X30feet)	250			
14.	Main gate (18 fee height) made by bans balli covered with white/orange clothes	1			
15.	Animal rings 90 feet diameter (90+10) 10 feet iron barricades passage by barricades (4 x10 feet)	2			
16.	Generator set (60 KVA)	2			
17.	Folding/ charpai	100			
18.	Colour flags with fixing at the site at 1 feet	300			

	depth				
19.	Light Pole with 6 lights 100 watt and--"20 feet height	10			
20.	Led white light 100 watt for main tent and gates	70			
21.	Water proof main stage white German hanger tent with white clothes (132 x120 sqft) 30 feet height made by PVC	15840 sqft			
22.	Loose chunni clean orange and white colour clothes for German hanger (132 x120 sqft)	15840 sqft			
23.	Flex plate (2*1 sqft) for Stall Numbering	150			
	Total price quoted (inclusive of GST)				

Terms and Conditions for Tentage and Electrical Works

1. Completion of Work: The contractor shall complete the installation and setup of all tentage and related arrangements at least one day before the commencement of the event to ensure timely inspection and necessary corrections.

2. Licensed Electrical Contractor: All electrical installation and related works shall be carried out by a duly licensed electrical contractor holding a valid licence for the appropriate Low Tension (LT) category, in accordance with applicable electrical safety rules and regulations.

3. Electrical Safety and Accidents: The contractor shall be solely responsible for ensuring the safety of all electrical installations. Any accident, fire, short circuit, injury, or damage arising from faulty electrical wiring, improper installation, negligence, or unsafe electrical arrangements shall be the responsibility of the contractor, who shall bear the resulting losses, damages, and liabilities, as applicable under law.

4. Structural Stability of Tentage: The contractor shall be fully responsible for the structural stability, strength, proper erection, anchoring, and safety of all tentage structures, including stalls, pandals, stages, canopies, and other temporary installations. The structures shall be capable of withstanding the prevailing weather conditions and shall comply with applicable safety standards.

5. Damage to Institute or Third-Party Property: Any loss or damage to the property of the Institute or any third party, or any injury or loss arising out of the tentage, electrical installations, or other related works undertaken by the contractor, shall be the responsibility of the contractor. The contractor shall bear the cost of compensation, repair, or replacement, as applicable under law.

6. Compliance with Safety Requirements: The contractor shall ensure compliance with all applicable safety regulations, electrical standards, fire safety requirements, and instructions issued by the Institute during the execution of the work. Any unsafe installation identified by the Institute shall be rectified immediately at the contractor's own cost.

7. Responsibility for Manpower and Materials: The contractor shall be responsible for the safety, conduct, and supervision of its workers, as well as the safe handling and security of all materials and equipment used for the execution of the work.

8. Safety of Electrical Wiring and Joints: All electrical wire joints and connections shall be properly insulated using suitable, approved electrical insulation materials and enclosed in appropriate protective connectors or junction boxes, wherever required. Loose, exposed, or improperly insulated wiring shall not be permitted. The contractor shall ensure that all electrical connections are safe and secure to prevent short circuits, electric shocks, fire, or any other accidents during the event.

ANNEXURE-III

BID SECURITY DECALARTION

I/We undertake that if I/we withdraw or modify the bid curing the period of validity of bid, the bidder will be liable to be suspended for two years and forfeiture of security amount.

Authorized Signatory with Seal of the firm

ANNEXURE-IV

Undertaking In regard to blacklisting

I/We hereby declare that we are not blacklisted by any central/ state government/ agency of central/ state government of India or any other public sector undertaking/ any regulatory body for any kind of fraudulent activity.

Authorized Signatory with Seal of the firm