

काकद्वीप शोध केन्द्र
भाकृअनुप - केन्द्रीय खारा जलजीव पालन अनुसंधान संस्थान
KAKDWIP RESEARCH CENTRE

ICAR - CENTRAL INSTITUTE OF BRACKISHWATER AQUACULTURE ISO 9001:2008 CERTIFIED www.ciba.res.in
(Indian Council of Agricultural Research, Govt. of India), Kakdwip, South 24 Parganas, West Bengal - 743 347

F. No.: Estt./9.1/18 –

Date: 11.01.2018

**QUOTATION FOR MAINTENANCE AND UPKEEP OF ELECTRICAL POWER
LINE AND FITTINGS AT KAKDWIP RESEARCH CENTRE OF ICAR-CIBA,
KAKDWIP, SOUTH 24 PARGANAS, WEST BENGAL - 743347**

From:
The Officer-in-Charge
Kakdwip Research Centre of ICAR-CIBA,
Kakdwip, South 24 Parganas,
West Bengal – 743347

To

Dear Sir(s),

Sealed **Limited Tenders** are hereby invited on behalf of the Director, Central Institute of Brackish water Aquaculture, Chennai for contract for **Maintenance and upkeep of electrical power line and fittings at KRC of ICAR-CIBA, Kakdwip, South 24 Parganas, West Bengal - 743347**. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts placed by the ICAR and by the Research Institutes of the Council and the special terms and conditions detailed in the Limited Tenders forms and its schedules. Please submit your rates in the Tender form if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules. (**Annexure I**)

The furnishing of the quotation is governed by the following terms and conditions.

1. The quotation should be submitted in a sealed envelope. The envelope shall be addressed to the **Officer-in-Charge, Kakdwip Research Centre of ICAR-CIBA, Kakdwip, South 24 Parganas, West Bengal – 743347** and it should also bear the tender enquiry no and the words **“DO NOT OPEN BEFORE 14.00 Hrs. 29.01.2018”** in a sealed cover and to reach this office on or before **29.01.2018 at 14.00 Hrs. The quotationer must ensure that its tender (i.e. quotation), duly sealed as above, reaches the office at least one hour before the schedule time and date of opening of tenders.** The quotationer may at its choice, drop the tender in office tender box or send the tender by registered post/speed post. Alternatively, the quotationer may also hand delivery the tender to the office in which case the office will provide a receipt to the quotationer, indicating the time & date of receipt of the tender.
2. The quotations, which are received late by the office, will not be considered. Further, the competent authority does not accept any liability and responsibility for the tenders in case the same are not properly sealed and / or sent as above.



3. The envelop consisting the quotation should be superscripted as "**Quotation for maintenance and upkeep of electrical power line and fittings at Kakdwip Research Centre of ICAR-CIBA, Kakdwip, South 24 Parganas, West Bengal – 743347**". The quotation without superscription is liable to be rejected.
4. The quotationer should send the quotation with a covering letter on their letter head indicating phone no. / FAX no. /E-mail and if any
5. Office seal signature and name of the signatory should be legible.
6. A quotationer shall not submit more than one quotation for the same work.
7. The quotation(s) as well as the contract shall be written in English language. All correspondence and other documents pertaining to the quotation(s) and the contract, which the parties exchange, shall also be written in English.
8. The quotation and all correspondence and documents relating to the quotation exchanged between the bidder and the authority may also be written in Hindi language provided that the same is accompanied by an English translation, in which case, for the purpose of interpretation of the quotation, the English translation shall govern.
9. The contract shall be governed by the laws of India and interpreted in accordance with such laws.
10. The rates are to be quoted, both in figures and words in your letterhead otherwise it will be rejected.
11. The following documents / vouchers are required to be enclosed with the Tender form which are the terms and conditions of the Tender document:-
 - a) Valid registration certificate of the firm issued by the local Government.
 - b) Last two years continues experience of the firm in the field of providing such services in Central Govt. establishments/Autonomous bodies of Govt. of India/ Corporations of Govt. of India/reputed public or private organizations.
12. Transaction charges, if any, levied by the bankers to be borne by the quotations.
13. Payment will be mode by ECS/E-payment.
14. Bidders should invariably provide the following particulars along with their offers.
 - (a) Complete Name & Address of the Supplier as per Bank records.
 - (b) Complete Name & Address of the Bank with Branch details.
 - (c) Type of Bank account (current/savings/cash credit).
 - (d) Bank Account Number (indicate 'Core Bank Account Number', if any).
 - (e) IFSC/NEFT Code (11 digit code) / MICR code as applicable, along with a cancelled cheque leaf.
 - (f) Permanent Account Number (PAN) under Income Tax Act:
 - (g) TIN/GST Registration Number (for supply of Goods) as applicable.
 - (h) E-mail address / mobile number of the vendor / authorized official (for receiving the updates on status of payments).

Please submit your quotation accordingly. You are also required to return this original tender enquiry (all the pages), as it as, duly signed by you on every page, for our record. You may retain a photocopy of this tender enquiry for your record.

Yours faithfully,



**Officer-in-Charge
KRC, Kakdwip**

Details of area covered by this contract as follows:

1. Electric supply line and fittings (Internal).
2. Office building, guest house and all laboratories.
3. All the residential quarters inside the campus.
4. Temporary/Permanent electric line in all sectors.
5. Running of diesel generators, aerators and water pump
6. Feed mill.
7. Maintenance of load distribution.
8. All experimental yards

Qualification of candidature:

1. Essential: Proof of Company alongwith photo copy of Electrician supervisory licence/certificate to be submitted.
2. Desirable: Experience of electrical works including repairing of fan, electric motor and small laboratory equipments.
3. Company should provide candidate with sound health and of age between 18 – 45 years.

The following conditions of contract will be followed strictly:

1. **The electrician will attend the office during all working days from 10 A.M. to 5 P.M. and salary will be deducted for unauthorized absence proportionately.**
2. In case of any emergency, he will have to attend the work during any day and any time
3. Initially the contract will be for a period of **1 year** and will be renewed subsequently if required by the office on the basis of performance.
4. Contract may be terminated any time with one month notice at the discretion of either party without showing any reason.
5. Undersigned reserves the right to reject any or all the quotations without showing any reason.
6. Envelop should be super scribed as **"Quotation for maintenance and upkeep of electrical power line and fittings at KRC of ICAR-CIBA, Kakdwip"**.

Officer-in-Charge