

**F.No : 5- 2/19-20/ST****Date : 28.05.2019****LIMITED TENDER ENQUIRY**

Online quotations/estimates/bids are invited for the **“(14+1 to 20 seater ) and mini bus ( 21-34 seater)”**

Tender documents may be downloaded from CIBA web site [www.ciba.res.in](http://www.ciba.res.in) as per the schedule given in **CRITICAL DATE SHEET** as under.

**CRITICAL DATE SHEET :**

Published Date	<b>28<sup>th</sup> May 2019 (03.30 PM)</b>
Bid Document Download / Sale Start Date	<b>28<sup>th</sup> May 2019 (03.30 PM)</b>
Bid Clarification Start Date	<b>28<sup>th</sup> May 2019 (03.30 PM)</b>
Bid Clarification End Date	<b>07<sup>th</sup> June 2019 (11.00 AM)</b>
Bid Submission Start Date	<b>28<sup>th</sup> May 2019 (03.30 PM)</b>
Bid Submission End Date	<b>07<sup>th</sup> June 2019 (11.00 AM)</b>
Bid Opening Date	<b>07<sup>th</sup> June 2019 (03.30 PM)</b>

Site : Central Institute of Brakishwater Aquaculture,  
No.75.Santhome High Road, R.A.Puram,  
Chennai – 600 028.  
Phone: +91-044-24618817, 24616948, 24610565.  
E-mail: [director@ciba.res.in](mailto:director@ciba.res.in)

**Quotations/Estimates/Bids** must be submitted to **Vehicle-Incharge, CIBA, Chennai-600028** The Competent Authority has all the rights to select/reject the quotations/estimates/bids without mentioning the reasons.

Tenderer / Contractor are advised to follow the instructions carefully provided in **Instructions to Bidders (ITB ) and General Condition of Contract (GCC)**, without fail, which are uploaded in our website at [www.ciba.res.in](http://www.ciba.res.in) under “TENDER”, before submission of your bid. For clarification please send mail to [stores@ciba.res.in](mailto:stores@ciba.res.in)

Care has been taken to avoid contradiction between stipulation in the ITB, GCC and those in the other sections of the bidding documents. But wherever contradiction arises, if any, stipulations contained in the Schedule of Requirements shall prevail.

Not more than one **quotations/estimates/bids** shall be submitted by one firm/bidder/contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

Tenderer who has downloaded the tender from the CIBA website [www.ciba.res.in](http://www.ciba.res.in) shall not tamper/modify the tender form including **downloaded price bid template in any manner**. In case if the same is found to be tampered / modified in any manner, **quotations/estimates/bids** will be completely rejected and tenderer is liable to be banned from doing business with CIBA.

Before the deadline for submission of the bid, CIBA, Chennai reserves the right to modify the tender document terms and conditions. Such amendment / modification will be notified on ciba website. Intending firms are advised to visit again CIBA website [www.ciba.res.gov.in](http://www.ciba.res.gov.in) at least 3 days prior to closing date of submission of **quotations/estimates/bids** for any corrigendum / addendum/ amendment.

**Prices:**

The charges should be quoted in **distance per kilometer** (after breakup) and must include all **pick-up and drop to various places**. The offer /bid should be exclusive of taxes and duties, which will be paid by the **purchaser** as applicable. However the percentage of tax & duties should be clearly indicated.

**Taxes:**

CIBA, Chennai is public funded research organisation under the administrative control of ICAR, Ministry of Agriculture and Farmers welfare, Government of India and we are eligible for concessional Integrated Tax as per notification No.45/2017 Central Tax-(Rate), dated:14-11-2017/ Notification No.47/2017 Integrated Tax – (Rate), dated:14-11-2017 on submission of concessional certificate.. Hence tax should be charged at concessional rates as applicable to educational and research institutions run without profit motives, for which necessary certificate will be issued on demand at the time of retirement of documents/payment, wherever applicable.

**Submission of quotations/estimates/bids :**

i) **Signed copy of :**

1. Tender Acceptance Letter (Annexure-I) (To be given on Company Letter Head).
2. Price Bid Undertaking (Annexure-II) (To be given on Company Letter Head).
3. Price Bid(Annexure-V)
4. PAN card and GST Certificate.

ii) The Contractor will be required to carry out the work at the specified site vis-à-vis the tender specifications and work order.

iii) The Prices has to be mentioned in the format as per the Annexure III.

**The Director,  
Central Institute of  
Brakishwater Aquaculture,  
No.75.Santhome High  
Road, R.A.Puram,  
Chennai – 600 028.**

**ANNEXURE - I**  
**TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

To,  
The Director,  
Central Institute of Brakishwater Aquaculture,  
No.75. Santhome High Road,  
R.A.Puram,  
Chennai – 600 028.

**Subject** : Acceptance of Terms & Conditions – Reg

**CIBA Ref.No.** : F.No:5-2/19-20/ST.

**Name of Tender / Work:** "Hiring of mini-bus."

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Dear Sir,

1. I/ We have downloaded the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

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as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from **Page No. 1 to 7 (including the annexure(s), schedule(s), etc.)**, which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety and also unconditionally accept that CIBA, Chennai has the right to accept the whole or any part of the Tender or portion of the quantity offered or reject it in full without assigning any reason.

5. I / We accept that being L1 alone will not confer the award of the contract by the CIBA. The Award of the contract will be communicated by CIBA, Chennai through Post/ Fax / electronic form of communication, which is final and I / we shall abide by the terms / conditions / clauses contained therein.

6. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

7. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

**ANNEXURE - II**  
**PRICE BID UNDERTAKING**

(To be given on Company Letter Head)

From: (Full name and address of the Bidder)

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To,  
The Director,  
Central Institute of Brakishwater Aquaculture,  
75, Santhome High Road,  
R.A. Puram,  
Chennai – 600 028

Dear Sir/Madam,

**Sub : Price Bid Undertaking – Reg**

**CIBA Ref.No. : F.No:5-2/19-20/ST.**

I submit the Price Bid for the “Hiring of Mini-bus.” as envisaged in the Bid document.

2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
  
3. I offer to supply at the rates as indicated in the price Bid of this tender.

Place :

Yours faithfully,

Date :

Signature of authorized Representative

## ANNEXURE – III

### Price Bid

**The Bidder has to fill this Price Bid sheet. It has to be duly signed and the seal of the organization has to be affixed to ascertain the genuinity of the quote/estimate/bid . The unsigned bid without sign/seal may be rejected. CIBA reserves the right to reject any bid which are not responsive.**

**The bids has to be sent/submitted to The Vehicle-Incharge, CIBA, Chennai-600028 within the stipulated time.**

S.No	Description	Hiring charges without tax	Hiring charges with tax
1.	5 hrs / 50 km		
2.	7 hrs / 70 km		
3.	10 hrs / 100 km		
4.	15 hrs / 150 km		
5.	Extra charges per KM		
6.	Extra charges for 1 km		

केन्द्रीय खारा जलजीव पालन अनुसंधान संस्थान (भारतीय कृषि अनुसंधान परिषद)  
#75, संथोम हाई रोड, राजा अण्णामलैपुरम, चेन्नई - 600028, तमिलनाडु, भारत

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