



ICAR-INDIAN INSTITUTE OF HORTICULTURAL RESEARCH
HESSARAGHATTA LAKE POST, BANGALORE-560 089
EPABX: 080-23086100 Extn: 218 & 217
FAX: 080-28466291 – Email: purchase.iihr@icar.gov.in

F.No.5-30/2019-20/SP/

Dated: 09.09.2019

NOTICE FOR INVITING TENDER THROUGH E-PROCUREMENT (IInd Call)

Online Bids are invited from interested firms under **Two bid system (Technical bid/financial bid)** for “**Development of Application for Seed Processing, Packaging, Sales & E-commerce**” ICAR-IIHR, BANGALORE. Manual bids shall not be entertained.

Tender documents may be downloaded from e-procurement website of CPPP <https://eprocure.gov.in/eprocure/app> as per the schedule given in CRITICAL DATE SHEET as under:

CRITICAL DATE SHEET

Tender No.	F.No.5-30/2019-20/SP
Name of Organization	ICAR-INDIAN INSTITUTE OF HORTICULTURAL RESEARCH, Hessaraghatta Lake Post, Bangalore
Date and Time for Issue/Publishing	09.09.2019 at 12:00 PM
Document Download/Sale Start Date and Time	09.09.2019 at 12:00 PM
Bid Submission start Date and Time	09.09.2019 at 12:00 PM
Bid Submission End Date and Time	08.10.2019 at 03:00 PM
Date and Time for Opening of Bids	10.10.2019 at 11:00 AM
Address for Communication	Asstt. Admn. Officer (Store Purchase), IIHR, Hessaraghatta Lake Post, Bangalore

Sd/-

CHIEF ADMINISTRATIVE OFFICER

INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. 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.
2. 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.
3. 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 Council reserves the right to accept or reject any or all the tenders.
4. The interested Firms are required to deposit (in original) an **Earnest Money Deposit (EMD)** of the amount Rs. 25,000/- in the form of Demand Draft/FDR-TDR/BG from any of the Commercial Bank in favour of **THE DIRECTOR, ICAR-IIHR payable at Bangalore** may be address to **Asstt. Admn. Officer (Purchase), IIHR, Hesaraghatta Lake Post, Bangalore-560089.**, on or before **bid opening date and time as mentioned in the Critical Date Sheet. (If any firm/Contractor has EMD exemption, they must attach copy of exemption certificate with quotation).**
5. **Please note that only online Bids will be accepted. However hard copy of documents and Technical brochures uploaded by the firm deposited to Asstt. Admn. Officer (Purchase), IIHR, Hesaraghatta Lake Post, Bangalore-560089 on or before bid opening date and time as mentioned in the Critical Date Sheet.**
6. Bidders need not to come at the time of Technical as well as Financial bid opening at IIHR. They can view live bid opening after login on CPPP e-procurement portal at their remote end. If any dispute arises, Within Bengaluru Jurisdiction only.
7. The firms are also required to upload copies of the following documents:-
 - **Technical Bid**
 - a) Scanned copy of Firm's registration, PAN Card, GST No. Tender acceptance letter (Annexure-V).
 - b) Scanned copy of Income Tax Returns Statement for the last three years.
 - c) Scanned copy of Annexure-II and IV duly signed by the tenderer for accepting the terms and conditions.
 - d) The company/firm should provide purchase order copies worth 10.00 lakhs during last 3 years.
 - e) **Certified copies of profit and loss account, balance sheet etc., used for IT filing during last 3 years are to be uploaded.**
 - f) **At least 12 months warranty should be given from the date of installation & successful demonstration of the working of the Software / Hardware.**
 - g) The Firm/Company should be in existence for at least 3 years.

□ **Financial Bid:-**

- a) Price Bid as BOQ XXX.xls

Sd/-

CHIEF ADMINISTRATIVE OFFICER

Terms & Conditions

1. The tenderer shall quote rates, which will include the delivery & other incidental charges. Taxes, if any, should be indicated separately.
2. The rates should be quoted as per the BOQ uploaded on the CPP Portal (reference may be obtained from Annexure-III). Taxes, if any, should be indicated separately. It must be noted that the contract shall be awarded to the firm which fulfils all the required terms and conditions and remains L-I for any particular items.
3. The firm must also possess valid PAN No. & GST registration number and a copy of the same must also be enclosed with the tender document.
4. Copy of previous three years of Income Tax Statement may be furnished.
5. The firm should be in existence for over 05 (Five) years in the trade with the business turnover of not less than Rs. 0.5 Crore per annum during the last three years. Documents to this effect may be enclosed.
6. Modification in the tender documents after the closing date is not permissible.
7. The successful firm shall have to supply the Software/Hardware within 6 weeks from the date of confirmed supply order and if the software /Hardware are not supplied in time then EMD shall be forfeited. The rates quoted shall be valid for one year from the date of opening of tender.
8. The contractor/bidder or his representative may contact the undersigned at **Tel. No. 080-23086100 Extn:218 & 217** for any further clarification. No variation in terms of quality of the items shall be entertained or else EMD/Security deposit shall be forfeited.
9. The Director, ICAR-IIHR, shall have the right to reject all or any of the offers, accept more than one offer, and assign part of the job without assigning any reason.
10. Merely quoting of lowest rates does not mean that order shall be given to that firm. The competent authority will finally decide on the basis of quality & performance of past installations.
11. The interested Firms are required to deposit (in original) an Earnest Money Deposit (EMD) of Rs.25,000/- in the form of Demand Draft/FDR-TDR/BG from any of the Commercial Bank in favour of **THE DIRECTOR, ICAR-IIHR payable at Bangalore** may be address to **Asstt. Admn. Officer (Purchase), IIHR, Hessaraghatta Lake Post, Bangalore-560089 on or before bid opening date and time as mentioned in the Critical Date Sheet**. No quotation shall be considered without the earnest money deposit. Demand draft drawn in favour of any officer other than 'THE DIRECTOR, ICAR UNIT-IIHR payable at Bangalore' will not be accepted and the tender will be rejected. The earnest money will be refunded only after the finalization of the procurement and no interest will be paid on earnest money.
12. Rates once finalized will not be enhanced/reduced during the currency of the contract.
13. In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded, for whatsoever reason(s), to honour the contract, the earnest money /performance security deposited would be forfeited.
14. The Director, IIHR reserves the right to cancel the contract at any time during the currency period of the contract without giving any reason.
15. The firm to whom the tender will be awarded, will have to deposit the performance security equal to 10% of the total amount of the contract at the time of installation of the equipment. If the services are not found to be satisfactory, the performance security is liable to be forfeited. No interest will be paid on performance security.
16. If any dispute(s) arises between IIHR and the firm with reference to the contract, IIHR will decide it and its decision will be binding on the firms.

17. Bid Validity: 180 days
18. The contract will be given to item-wise least one (L1).
19. Our Institute is registered with DSIR and we are exempted from Excise Duty & Custom Duty. Hence CDEC/DSIR will be provided to the firm, if demanded. Rate should be quoted accordingly.
20. Payment:- The payment will be released after satisfactory certificate from the Indentor.

Payment Terms: In order to facilitate for speedy settlement of payment you are requested to furnish the following details as below:

- 1. Name of the firm:**
- 2. Name of the Bank:**
- 3. IFSC Code of Bank:**
- 4. Name of the Account & Account No.:**
- 5. Branch Code:**
- 6. Amount to be paid:**
- 7. E-mail address of the party:**
- 8. GST No. and Pan No. copies**

21. Development of Software:- Within *30 days from the date of receipt of Purchase Order* in the Institute failing which Liquidated Damage clause shall apply.

Liquidated Damage clause: It would be realized @ 0.5% (half per cent) of the base price (excluding taxes) of the delayed goods for each week of delay subject to maximum 20%.

22. Prices:

Price structure:

a) **The tenderer shall quote for the complete requirement of goods and services and for the full quantity as shown against a serial number in the List of Requirements in Annexure - VIII.** Unless otherwise specified in Annexure – VIII, the tenderers are, however, free not to quote against all the serial numbers mentioned in the list of requirements (in case there are more than one serial number in the list of requirements).

b) The rates and prices quoted shall be in Indian Rupees

c) GST rate and amount and basic value of equipment is to shown separately along with GST registration No. and Pan No.

d) The rates and prices quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including statutory variations, if any.

‘Terms & Conditions are acceptable’

Dated

(Authorized signatory of the firm)

Annexure-III

(Reference for BOQ) (To be quoted in format provided on CPP Portal)

Price bid for “**Development of Application for Seed Processing, Packaging, Sales & E-commerce**” at **SEED PRODUCTION UNIT, ICAR-IIHR, BANGALORE**

Sl. No.	Name of item	Quantity	Per unit price* (in figures/words) (as per BOQ)
01	“Development of Application for Seed Processing, Packaging, Sales & E-commerce” and installation at SEED PRODUCTION UNIT, ICAR-IIHR, BANGALORE.	1 Unit	

- Items should be of reputed make and suitable for high end elite users
- Tax extra as applicable should be indicated separately in the column provided.

Software should be developed at ” SEED PRODUCTION UNIT, ICAR-IIHR, BANGALORE

Note: The above mentioned Financial Proposal/Commercial bid format is provided as BoQ_XXXX/xls along with this tender document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ_XXXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the Financial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner.** In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with IIHR.

Annexure-IV



**ICAR-INDIAN INSTITUTE OF HORTICULTURAL RESEARCH
HESSARAGHATTA LAKE POST, BANGALORE-560 089**

EPABX: 080-23086100 Extn:218 & 217

FAX: 080-28466291 - Email: root@ihr.res.in

Name of the Firm _____

Registered/Postal Address _____

3)	Permanent Account Number (PAN)	
4)	GST Registration No., if applicable Bank	
	Details	
	Bank Name	
	Branch Address	
	Account Number	
	Type of account	
	(current/saving) MICR No.	
	IFSC Code	

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No. _____

Name of Tender/Work:

Dear Sir,

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

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. _____to_____ (including all documents lime annexure(s), schedule(s), etc...) which form part of the contract agreement and I/We shall abide hereby the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender documents/corrigendum(s) in its totality/entirely.
5. I/we do hereby declare that our Firm has not been black-listed/debarred by any Govt. Department/Public sector undertaking.
6. I/we certify that all information furnished by 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 that 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)

INSTRUCTIONS FOR ONLINE BID SUBMISSION:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:
<https://eprocure.gov.in/eprocure/app>

REGISTRATION:

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link
 - a. “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their userID / password and the password of the DSC / eToken.

SEARCHING FOR TENDER DOCUMENTS:

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective „My Tenders“ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS:

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS:

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
4. The serve time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by

unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.

6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
8. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS:

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

For any technical related queries please call the Helpdesk, Mobile Number -

+91 8826246593 Tel: The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002.

E-mail: support-eproc[at]nic[dot]in

Note: Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue along with the Contact details.

Sd/-

CHIEF ADMINISTRATIVE OFFICER

Details of equipment and EMD

SL.NO.	PURCHASE OF ITEM	EARNEST MONEY DEPOSIT IN INR	FILE NO. FOR REFERENCE
1	Development of Application for Seed Processing, Packaging, Sales & E-commerce”	25000/-	5-30/2019-20/SP

NOTE: EMD defined on the portal is MINIMUM. Bidder has to submit the EMD as per the item without which the bid will be rejected.

***The software should be developed at “SEED PRODUCTION UNIT” ICAR-IIHR, BANGALORE**

Sd/-

CHIEF ADMINISTRATIVE OFFICER

Development of Application for Seed Processing, Packaging, Sales & E-commerce

Specifications required:

1. Software Requirements Specification

1.1 General requirement:

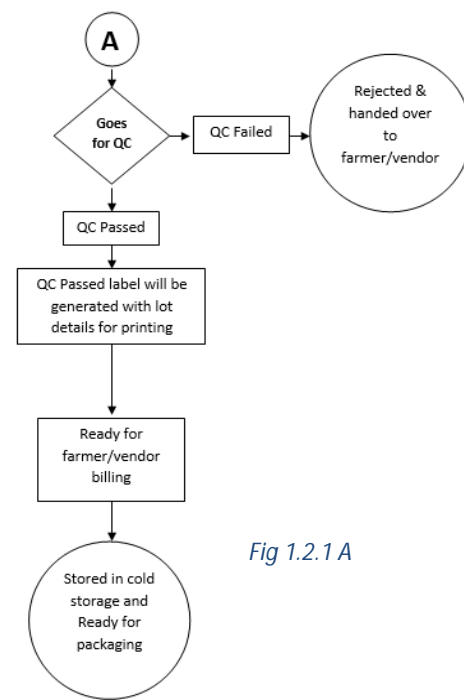
Development of the applications should follow the Government of India guidelines and needs to be developed with high level standards as follows

- Clean and Professional UI/UX Design.
- Highly secured with required security certifications.
- Fast and highly responsive design and development.
- All applications should be hosted securely in our Linux Servers

1.2 Seeds Processing & Quality Control Management System

- To provide application that weighs the seeds electronically without the intervention of any external input.
- Option to maintain each farmer/vendors details digitally to facilitate the billing and tracking of history.
- Option should be provided to maintain the processing and QC results digitally.
- E-Job cards should be maintained for processing and QC with details of persons who are handling the process.
- Each lot identifier number should be generated digitally and it should be printed on label slip for pasting on seed bags.
- Automated Reports and status associated with processing and QC should be available to the nodal officer.

1.2.1 Flow Chart for Seeds Processing & Quality Control Management System



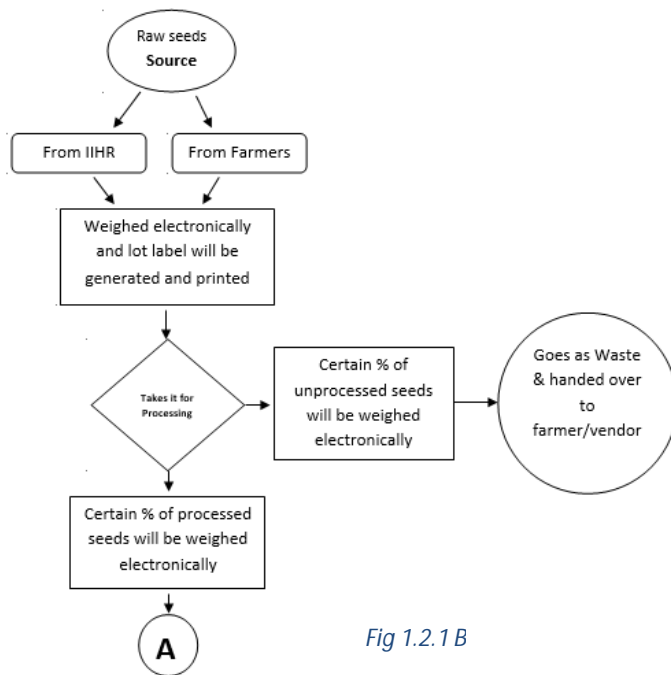


Fig 1.2.1 B

1.3 Packaging & PoS System

- Should provide application that weighs the seeds electronically without the intervention of any external input while packaging custom seed bags from 10g-100 kg.
- Maintaining farmers/customers details digitally to facilitate the billing and tracking of future results.
- Should provide option to maintain the packaging output digitally.
- Should provide option to generate barcode for each packets/bags for easy identification for billing
- E-Job cards should be maintained for packaging with details of persons who are handling the Packaging process.
- Each barcode identifier will be associated with previous lot numbers for easy backward traceability.
- Point of Sales application should provide the end-to-end easy billing process to record the transaction and payments.
- Option to check the present inventory status.
- Automated Reports and status associated with packaging and Billing should be available for nodal officer.

1.3.1 Flowchart for Packaging & PoS System

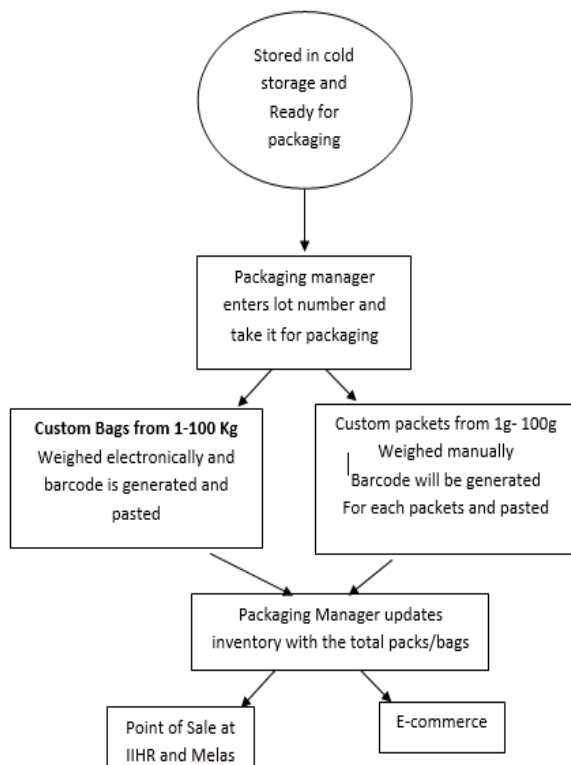


Fig 1.3.1 A

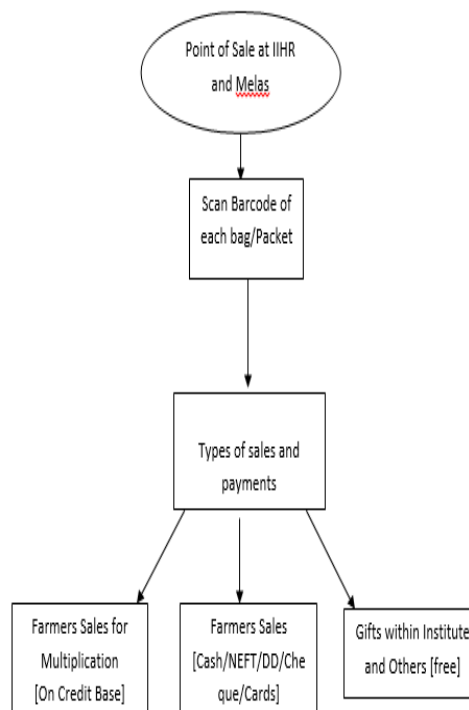


Fig 1.3.1 B

1.4 E-commerce

- Should provide e-commerce platform that will enable to sell the packed and custom packed seeds online.
- Should provide option to control the complete list of product details online.
- Automatic updates on availability of seeds based on the inventory.
- User friendly way to buy the seeds online using secured payment gateway.
- Should provide option to maintain the backend of the e-commerce and process the orders.
- Should provide option to check the present inventory status.
- Automated Reports and status associated with e-commerce sales.

1.4.1 Flow chart for E-commerce

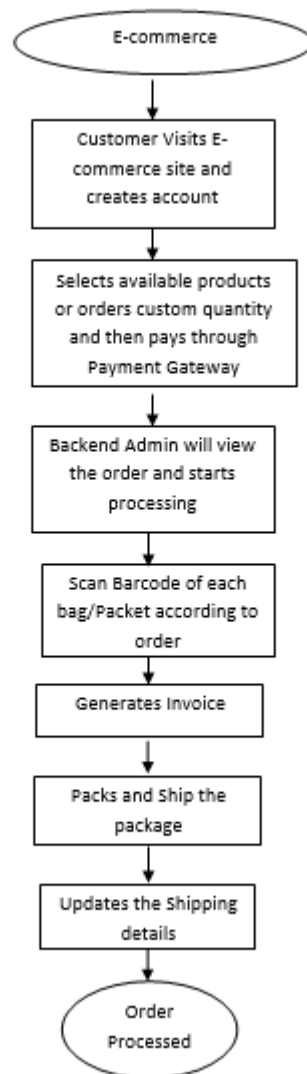


Fig 1.4.1 A

2 Hardware Requirements

Item Name with Description	Quantity
Barcode Scanner	1
Bar Code printer	1
Label Printer	1
Electronic weighing scale 1-100 kg	1
Electronic weighing scale 1g-1000g	1
Invoice laser Printer	1
Desktop with i5 Processor ,1 TB Hard disk and 6 GB RAM	1
1.5 KVA UPS, 1 hr backup	1
LaserJet printer	1

Bill payment will be processed only after successful installation and development of the software of the firm at the places indicated above, inspection by the Indentor and getting satisfactory certificate from all the recipient's.

Sd/-

CHIEF ADMINISTRATIVE OFFICER