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भारत सरकार  
Government of India

कृषि एवं किसान कल्याण मंत्रालय

Ministry of Agriculture and Farmers Welfare

कृषि, सहकारिता एवं किसान कल्याण विभाग

Department of Agriculture, Cooperation and Farmers Welfare

उत्तर पूर्वी क्षेत्र कृषि यंत्र प्रशिक्षण एवं परीक्षण संस्थान,

FARM MACHINERY TRAINING & TESTING INSTITUTE (NER)

बिश्वनाथ चारिआलि- बिश्वनाथ, असम

BiswanathChariali:Biswanath: Assam-784176

An I.S.O. 9001- 2015 Certified Institute



Technical



Web.:http:// nerfmtti.nic.in

No. 1-9/2015-Estt.

E-mail : [fmtti-ner@nic.in](mailto:fmtti-ner@nic.in)

Dated: 01<sup>st</sup> April 2019

### E- Procurement Tender Notice

**Subject: Outsourcing of Test Engineer for Six Month Only, reg.**

The e-procurement Tenders are invited by the Institute from the government registered manpower supplier/ contractor / agencies in India for Outsourcing of one Test Engineer purely on fixed remuneration basis for the performance work of agriculture farm machinery training & testing work for a period of six month only so to as reach this office on line as per advertisement, latest by 27.04/2019 at 5.30PM at the Institute.

SNo.	Particulars	Qty.	Educational Qualifications & Experience
1.	Test Engineer	1No.	Degree in Agriculture/Mechanical Engineering from a recognized University in India with 2(Two) year Working Experience in Farm Machinery Training & Testing Institutes- FMTTI-Budni(M.P.) ;Hissar(HR); Anantapur(A.P.) ; Biswanath Chariali(Assam);State Agriculture Universities and ICAR Institutions.
2.	Maximum Remuneration	₹ 40,000/- Per Month	Agency charges applicable at an actual

#### Terms & Conditions:

- The tender may be submitted in the two bid system (Technical bid, Commercial Bid) ,covered in one envelope super scribing each " Outsourcing of **Test Engineer** for Six Months only".
- The cost of tender ₹ 1000/- non-refundable must be deposited 'online' in भारत कोष([www.bharatkosh.com](http://www.bharatkosh.com)) , receipt may be uploaded with technical tender. The earnest money applicable (2-5% + GST : Demand Draft / Fixed Deposited / Bank guarantee) in favour of Director,NERFMTTI,Biswanath Chariali Assam, Copy may also uploaded along with technical tender, cheque will not be accepted.
  - The bid security (EMD) amounting, 2 to 5% of the total cost of fixed remuneration including GST for six month may be considered.
  - The original E.M.D. must send by post at the Institute.
  - Those tender received without tender cost & EMD shall be liable to be rejected.
  - The firm registered with NSIC, MSME are exempted from EMD only.
- No tender will be accepted by post.
- The late and delayed tender will not be accepted.
- The tender document may be downloaded from the Institute web.:<http://nerfmtti.nic.in> - link : Notice Board
- The Director of the Institute may reject any tender without assigning any reason there to.

Sd/-  
DIRECTOR

## TENDER FORM

SNo.....

Cost ₹1000/-Only

Date: \_\_\_\_\_

Submission of online Tender for supply of "Outsourcing of Test Engineer for Six Months only" required by the Institute N.E.R.F.M.T.T.I. Biswanth Chariali, Biswanath, Assam, India .

This tender form is to be submitting up to 5.30 PM on the due date, i.e. 22 / 04 /2019.

Tender document FNo:

Date: / / 2019

From: M/s. \_\_\_\_\_

To,

The Director,  
North Eastern Region Farm Machinery Training & Testing Institute,  
P.O.- Pani Bharal, Biswanath, Assam 784176

Sir,

With reference to your Tender Notice dated \_\_\_\_\_ we offer our rates for skilled man power required by the Institute as given below.

SNo.	Particulars	Educational Qualifications:	Qty.	Unit Rate	Rate Per month(₹)+ GST	Total Amount(₹)
1.	Test Engineer	Degree in Agriculture/Mechanical Engineering from a recognized University in India	1No	xxxxx	xxxxx	xxxxx
2.	Job Requirement: Testing and analysis of agriculture farm machinery, implements and allied machines, preparing test report, certification /quality etc., as per guidelines of BIS, re-affirmed time to time. To achieve the target fixed by the Institute / Ministry.					
3.	In Words: ₹.....					
4.	Details of document Signed & Stamped			Whether submitted with Online Bidding (Yes/No)		
	i	Tender Fee				
	ii	Bid Security(EMD)				
	iii	EMD Exemption				
	iv	Documents as per Eligibility Criterion				

**Note:**

- The registered supplier/ contractor / agencies on GeM, rate may clearly mention in the items of rate contract in their tender enclosing copy of their rate contract.
- The supplier/ contractor / agencies that are registered with NSIC (National Small Scale Industries Corporation); MSME are exempted from E.M.D. The certificate of registration is to be submitted.
- The tender fee, E.M.D. is submitted, copy is uploaded online.

N.B. If required, separate sheets may be added to give more technical details. These should be on the letter heads of tendered duly stamped and signed each and every pages.

Seal &amp; Signature

<http://eprocure.gov.in> (Central Public Procurement Portal)

**DIRECTOR**  
Govt. of India  
North-Eastern Region Farm Machinery  
Training & Testing Institute  
Biswanath Chariali-784176  
Distt.-Biswanath (Assam)

P.T.O.

उत्तर पूर्वी क्षेत्र कृषि यंत्र प्रशिक्षण एवं परीक्षण संस्थान, बिश्वनाथ चारिआलि, बिश्वनाथ, असम - 784176

### Instructions to the Bidder

1. The tender is to be submitted online in two parts i.e. **TECHNICAL TENDER AND COMMERCIAL TENDER**, super scribed separately and addressed to the Director; N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM 784176. The tender must be submitted online, on or before the due date, which is **22/04/2019 up to 05:30 PM**.
2. **Technical Tender:** The tender should indicate the technical details according to the tender form regarding the services offered and the copy of earnest money amounting to value 2-5% of the total estimated cost of service to render. The copy (pdf) of the EMD/DD/FDR/BG, tender fee paid must be uploaded with the tender online. The EMD (earnest money deposited) tender fee in original must reach the Institute in the form of crossed non-interest bearing demand draft payable at State Bank of India, Biswanath, Chariali, ASSAM /bank guarantee issued from any nationalized bank in favour of Director; N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM on or before the due date.  
-The EMD of those technical tender not found suitable will be returned back within 30 days from the date of opening of technical tender. Each and every page must be signed by the bidder.

SNo.	Item	Earnest money to be deposited along with technical tender (2-5%) of the estimated value of the goods.
1	"Outsourcing of <b>Test Engineer</b> for Six Months only"	DD/FDR/ B.G No.: ----- --

3. **Commercial Tender:** This tender will indicate rates and other commercial terms & conditions. The rates should invariably be quoted for delivery at F.O.R. destination Director; N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM 784176 basis for delivering insured man power 8.30 AM to 5.30PM.
4. The manpower offered in ₹ (per month+ taxes) should be firm and fixed till the entire tenure (six month) i.e. F.O.R. destination, Director; N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM basis, indicating all taxes and duties levied, if any.
5. The insurance of engaged man power will be the sole responsibility of the supplier/contractor/agency. The Institute will not bear at all.
6. The validity of tender should be for a minimum up to **31/03/2020** from the date of opening of commercial tenders and it must be expressed and specifically indicated in the tender.
7. The successful bidder will be required to furnish a non-interest bearing performance Security Deposit amounting to 10% of the total cost of the contract value for six month immediately prior to issue the orders of contract. This may be in the form of non interest bearing account payee FDR, bank guarantee from a nationalized commercial bank in favour of Director; N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM. It should remain valid 60 days beyond the date of completion of all contractual obligations of the supplier i.e. 12 month from the order of acceptance.
8. It may be noted that the dates of opening of technical and commercial tenders are different as indicated below and that the price bid of tenders of only those firms whose technical tender found to be suitable will be opened. The bidders are requested to bear in mind the stipulated terms and conditions tender.
9. **Pre-Bid Consultation:**-The firms those who are interested for consultation before submission, a pre-bid consultation will be given on **15/04/2019, Monday (at 10:00 AM onwards up to 1:30 PM-Venue: Admin., Committee Hall)** to supply the information on man power as per the requirement of work.

**\*Note: The Institute will not provide any further clarification after pre-bid consultation.**

**DUE DATE AND TIME FIXED FOR RECEIPT AND OPENING OF TENDERS:****Outsourcing of Skilled Staff (Engineer/Technical Staff/Ministerial)**

1.	Date of Publication of Tender	01/04/2019
2.	Date of Pre – bid conference  <b>Venue :</b> <b>*Note: The Institute will not provide any further clarification after pre-bid consultation.</b>	15/04/2019, Monday (at 10.00 AM onwards up to 1.30 PM)  Admin. Committee Hall at the Institute.
3.	Due / last date of receipt of both technical and commercial bids	22/ 04 /2019 up to 5.30 PM
4.	Date of opening of Technical bids	26/ 04 /2019 at 5.30 PM <b>Venue:</b> N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM
5.	Date of opening of those commercial bids. The commercial bids of those firms will be opened those technical bids are suitable.	01/ 05 /2019 at 3.30 PM <b>Venue:</b> N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM
	Date, 01/ 04/2019	 <b>DIRECTOR</b> Govt. of Assam Office Seal & Signature <b>North-Eastern Region Farm Machinery,          Training &amp; Testing Institute          Biswanath Chariali-784176          Distt.-Biswanath (Assam)</b>

\*Note: Please search tender online-<http://eprocure.gov.in> (Central Public Procurement Portal)

## TENDER DOCUMENT

**Outsourcing of skilled staff (Engineer/Technical Staff/Ministerial) Six Months Only  
N.E.R.F.M.T.T.I. BISWANATH CHARIALI, BISWANATH ASSAM 784 176, INDIA**

**Requirement of Skilled man power:**

SNo.	Particulars	Qty.	Job Requirement
1.	Test Engineer	1No.	Performance testing and analysis of agriculture farm machinery, implements and allied machines, preparing test report ,certification /quality etc., as per guidelines of BIS, re-affirmed time to time. To achieve the target fixed by the Institute / Ministry.

**Eligibility Criteria/Pre-qualifications:**

- The Supplier/Contractor/Agency should be a Company registered under following act of labour Law.
  - Registration under Contract Labour [Regulation & Abolition] Act, 1970
  - Registration under Shops & Establishments Act, 1948
  - E.S.I.C Code No. under Employees' State Insurance Act, 1948
  - Provident Fund Code No. under Employees' Provident Funds & Miscellaneous Provisions Act, 1952
  - Professional Tax No. under State Tax on Professions, Trades, Callings and Employments Act, 1975
  - Registration under Labour Welfare Fund Act, 1953
- Copy of PAN, Adhaar, Service Tax registration Copies of Articles of Association (in case of registered firms), Bi-laws and certificate of registration (in case of registered co-operative societies), Partnership deed (in case of partnership firm) should be submitted along with the technical bid.
- The Supplier/Contractor/Agency should not be black-listed (during the last five years) by any agency in Central /State / PSUs as on the bid submission date. A Self declaration by the vendor, signed by the authorized signatory. Those firms having an I.S.O. Certification may please submit a copy along with tender.
- Annual turnover of the firm or supplier must not be less than the 30% of the estimated cost of the project for last five years.
- The firm must have submitted I.T.R. of last three year.
- Tender fee submitted.
- EMD (BG/DD) Submitted.

**General Conditions of Contract (GCC):**

- The man power (supplier/contractor/agency) must have adequate experience in commissioning of man power offers should be accompanied by documentary evidence clearly highlighting the magnitude of work done if so, details of work and the list of customers and organization Service network to provide such support. The supplier must have strong service network with trained manpower from their Principal.
- Tender forms along with Technical details and terms and conditions, can be obtained from the office of the Director; N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM between 9.00 AM to 5.30 PM on any working day (except Saturdays, Sundays and holidays) on payment of ₹ 1000/- in भारत कोष ([www.bharatkosh.com](http://www.bharatkosh.com)) favour of Director, N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM. **Cheques will not be accepted.** Please download tender document from Institute's Web.:<http://nerfmtti.nic.in> → Link – Notice Board.
- The tender documents which are downloaded from the website needs to be submitted on line along with a copy of tender fee of ₹ 1000/- **paid on line through भारत कोष ([www.bharatkosh.com](http://www.bharatkosh.com))** must be deposited.
- The `EMD` should be accompanied with the technical tender document in the form of fixed deposited receipt ; bank guarantee with validity one year for technical evaluations of tender submitted in favour of Director; N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM otherwise it will liable to be **rejected**. The copy of (pdf) (FDR /BG along with Sl. No.) should be uploaded with the technical Tender.
- The interesting firms (supplier/contractor/agency) may submit their offer online within the stipulated time.
- The tenders duly submitted `Online` will be accepted up to **05:30 PM** on the due date i.e., **22/4/2019** and will be opened at **10:30 AM** on **26/04/2019**.
- In the commercial tender the price bid, cost of individual item and the total amount including taxes should be indicated separately.
- Break up of price against each manpower taxes, etc should be mentioned in the price bid. Payment terms should be clearly indicated.
- The successful bidder (will have to submit the performance security amounting to 10% of the order value which will be accepted in the form of an account payee demand draft from a commercial bank / bank guarantee with validity **12months** and 60 days beyond the date of completion of work including warranty period for safe guarding the government interest in all respect.
- The validity of offer should be for **31/03/2020** for all items should be mentioned clearly. The successful bidder should start delivery of the items as per agreement from the date of issue of confirm supply/work order.
- The representative of related firms should always carry authority letter / certificate from their Authorised signatory with seal stamped for presence during Installation & commissioning of the equipment.
- The Director, reserves all rights to cancel/reject any or all the tenders without assigning any reason whatsoever.

**Special Conditions of Contract (SCC):**

- i. The subscription of GPF/PPF/CPF if any the supplied man power will be the sole responsibility of the supplier/contractor/agency. The department will no bear the responsibility.
- ii. The working hours are 8.30 AM to 5.30PM Including Lunch of 1hour will be applicable for engaged man power.
- iii. The subscription of GPF/PPF/CPF if any shall be ensured by the supplier/contractor/agency as and when asked by the Institute.
- iv. All the medical claims settled by the supplier/contractor/agency for the supplied man power.
- v. All the man power will require following the dress code as per government rules.
- vi. In any medical exigency the Institute will help to approach the local government hospital immediate.
- vii. In case of absconding the supplied the manpower from the duty hours will responsibility of the supplier/contractor/agency for which the Institute will not be held responsible.
- viii. No leave will be allowed accept national holiday/ government holyday/Gazetted Holiday. The central government week the Saturday, Sunday will be the weekly off.
- ix. In case of hospitalised the manpower will need to submit the medical certificate of a government doctor or/authorized medical attendant.
- x. The agency will need to provide the integrity certificate of supplied man power for no any court cases / legal enquiry is pending with the individual.
- xi. The supplied manpower will bear an authorized identity card during the working hour.
- xii. In case man power deputed off campus for training & testing, The Institute will not pay any T.A. / D.A.
- xiii. The agency will need to submit service invoice timely by last day of the working month for crediting the salary to the account by way of e- payment.
- xiv. No permanent liability will be created for the government. The engagement will remain continued till the regular incumbent joins, will be treated cancelled immediately.
- xv. The Institute will not bear any liability towards manpower in the condition of force majeure.

**1.0 Failure and termination:**

If the man power supplied fails to commission the desired work , equipments within the working hours , the Director; N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM may, without prejudice to his right to recover damages for breach of the contract or damages occurred ,due to miss handling of Instruments /equipments, recover from the remuneration of per man power or supplier for damages by way of penalty, a sum equivalent to 2% (subject to maximum 10%) of the fixed remuneration, that the Manpower has failed to commission the work required on day basis.

**2.0 Cancellation of Tender:**

-The man power, if found inferior below the specified work or different beyond the line of requirement, will summarily be rejected and returned to the supplier / contractor/agency at his expenses.

- a. Late tenders and tenders prescribing any departure from the conditions set forth above are liable to be rejected.
  - b. Any dispute, arising out of the supply order / contract will be subject to the exclusive jurisdiction of the competent court at District, Biswanath, Assam.
  - c. No bid may be withdrawn in the interval between the last date of bids and the expiry of the bid validity period specified by the vendor in the bid .Withdrawal of bid during this interval may result in forfeiture of EMD.
  - d. The Director, reserves all rights to cancel/reject any or all the tenders without assigning any reason whatsoever.
1. **No negotiation will be carried out prior to submit the tender**, However, the Director, reserves the right to resort to negotiation on price after completing the evaluation of commercial bids under exceptional cases, where it is observed that price variation is abnormal. Therefore, supplier may quote their firm and final price best to their knowledge.
  2. The Commercial bids of those tenders which are qualified technically only will be opened on the scheduled date as mentioned in the tender document.
  3. Commercial bids prescribing any departure from the conditions set forth; conditional and also PRIMA FACIE ambiguous will be rejected.
  4. The Director; N.E.R.F.M.T.T.I. Biswanath, Chariali, ASSAM reserves all rights to cancel/reject any or all the tenders without assigning any reason whatsoever.

<http://eprocure.gov.in> (Central Public Procurement Portal)

**1. SCOPE OF WORK:**

The mandate of the Institute is performance testing of agriculture farm machinery and allied machines, implements by way of their utilization, operation, repair & maintenance of tractor, power tiller as per BIS test code re-affirmed time to time. Testing of miscellaneous test samples received at the Institute.

**2.0 WORKING ENVIRONMENT:**

1. The site conditions under which setups & equipment to be commissioned are given as follows:

- Ambient temp. : 20 to 35° C
- Humidity: 98% maximum.
- Atmosphere: Clean & Green, Little cloudy and humid mostly.
- Rainfall: Heavy in monsoon season. Average annual rainfall is 1800 mm.
- Altitude: 84 meter above (MSL).
- Water table at site : 12- 20 feet below ground level

**3.0 Location: The Institute is situated at NH 27 from Guwahati to Biwanath Chariali.**

- Travel Distance by road: 241Kms; Time: 4h.51Minute Approx.

**4.0 Payment Terms & Conditions:**

1. The price tender form should be submitted mentioning the total prices of individual items as above.
2. The rates should invariably be quoted for delivery at F.O.R. destination basis.
3. Price in ₹ of the material /services offered should be firm and fixed till completion of entire tenure of work i.e. six month, F.O.R. Destination N.E.R.F.M.T.T.I. Biswanath Chariali, ASSAM basis, indicating all taxes and duties levied, if any.
4. The Institute will not provide any conveyance, government accommodation to the man power. The supplied manpower which does not meet the requirement of work the order of requirement will be treated as cancelled.
5. No any advance payment will made by the Institute. However, in case the bank guarantee of equal amount of work done will need to be submitted by the supplier.
6. If the work is not completed in stipulated time the penalty of 2% of the order value shall be deducted from the invoice of order value per man power.
7. The payment terms should be clearly stated.
8. The order of acceptance will mutually be signed between the Institute and the supplier / contractor/agency to complete the work.

**5.0 Payment mode:**

- i. All the payment will make by the Institute in Indian (₹) rupees.
- ii. The payment will be made after accomplishment of complete work, verification of attendance sheet.
- iii. The TDS @2% will be deducted from the service invoice if PAN No is provided otherwise @20% will charged.
- iv. In case of any advance payment, equal amount of bank guarantee will require to be submitting.
- v. The performance security in the form of bank guarantee of equal amount of 10% of the order value will need to be submitted by the supplier prior to issue of the supply order of contract for safe guarding the government Interest. The bank guarantee should remain valid for 12 month and 60 Days beyond the contractual obligation and will remain in custody of the (buyer) Institute.
- vi. A complete mandate form along with cancelled cheque for confirmation of accounts details will require to process e- payment

Dated ,01/04/2019

  
**DIRECTOR**  
 Govt. of Assam  
 (Office Seal & Signature)  
 North Eastern Region Farm Machinery  
 Training & Testing Institute  
 Biswanath Chariali-784176  
 Dist.-Biswanath (Assam)

## Control Sheet

### Technical Tender

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7.	Control Sheet	8
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**DIRECTOR** **DIRECTOR**  
 Govt. (Office Seal & Signature)  
 North-Eastern Region Farm Machinery  
 Training & Testing Institute  
 Biswanath Chariali-784176  
 Distt.-Biswanath (Assam)

## DISCLAIMER

Though adequate care has been taken while preparing the NIT document, the Bidders shall satisfy them that the document is complete in all respect. Intimation regarding any discrepancy shall be given to this office immediately. If no intimation is received from any bidder (supplier/ contractor / agencies) within Fifteen (15) days from the date of notification of NIT / issuance of e-Tender documents, it shall be considered that the document is complete in all respect and has been received / acknowledged by the Bidder(s).

Place: NERFMTTI, Assam

Date: 01/04/2019