



Speed Post



शुष्क वन अनुसंधान संस्थान  
भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्,  
(पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय, भारत सरकार की स्वायत्त संस्था)  
डाकघर : कृषि उपज मण्डी, न्यू पाली रोड, जोधपुर - 342005  
ARID FOREST RESEARCH INSTITUTE  
Indian Council of Forestry Research & Education,  
(An Autonomous Body of the Ministry of Environment, Forests & Climate Change, Govt. of India)  
P.O. Krishi upaz Mandi, New Pali Road, Jodhpur- 342005

क्रमांक 1547/AFRI/F&S/Pur/S&FM/P-29-1/2022

दिनांक: 24 जनवरी, 2022

सेवा में,

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विषय: Root Trainer and Root Trainer Stand के लिमिटेड टेण्डर बाबत।

महोदय,

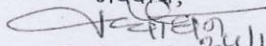
उपरोक्त विषय के संबंध में लिमिटेड टेण्डर आमंत्रित किये जाते हैं। विषय लिखा हुआ बंद लिफाफा इस कार्यालय में दिनांक 14-02-2022 दोपहर 3.30 तक प्राप्त हो जाना चाहिये। नियत दिनांक 14-02-2022 को 4.00 बजे प्राप्त टेण्डर खोले जायेंगे। अगर आप इच्छुक हों तो टेण्डर खुलने के समय स्वयं उपस्थित हो सकते हैं अथवा अपना प्रतिनिधि भेज सकते हैं:-

क्रम. सं.	क्रय का विवरण
1.	Root Trainer and Root Trainer Stand as per Tender Document

### टेण्डर फार्म प्राप्त करने की जानकारी

- अधिक जानकारी हेतु डॉ. एम.टी. हेग्डे, वैज्ञानिक-एफ, मो. 98293 20199 शुष्क वन अनुसंधान संस्थान, जोधपुर से सम्पर्क कर सकते हैं।
- टेण्डर फार्म शुल्क 590/- (500/-+90/- (जी.एस.टी.18 प्रतिशत) सहित) का डिमाण्ड ड्राफ्ट/पे ऑर्डर/पोस्टल ऑर्डर निदेशक, शुष्क वन अनुसंधान संस्थान, जोधपुर (Director, Arid Forest Research Institute, Jodhpur) के नाम बना कर इस पत्र के साथ संलग्न प्रपत्र में जानकारी भर कर कय शाखा से कार्यालय समय 9.00 बजे से 5.30 बजे तक प्राप्त किये जा सकते हैं या आफरी की वेब साईट [www.afri.icfre.org](http://www.afri.icfre.org) से टेण्डर डॉक्यूमेंट डाउनलोड कर 590/- रुपये का डीडी संलग्न कर डाक द्वारा भेजा जा सकता है और टेण्डर फार्म दिनांक: 14-02-2022 को दोपहर 1.00 बजे के बाद जारी नहीं किये जाएंगे।
- सम्पर्क सूत्र- 0291-2729125, 108

भवदीय,

  
(मनोज चौहान)  
कय अधिकारी

प्रतिलिपि:-टेण्डर खोलने की नियत तिथि एवं समय पर उपस्थित होने का श्रम करें:-

- लेखा अधिकारी, शुष्क वन अनुसंधान संस्थान, जोधपुर।
- मांगकर्ता अधिकारी द्वारा प्रभागाध्यक्ष, वन संवर्धन एवं प्रबंधन प्रभाग, शुष्क वन अनुसंधान संस्थान, जोधपुर।
- ✓ प्रभारी अधिकारी सूचना एवं प्रौद्योगिकी प्रकोष्ठ, शुष्क वन अनुसंधान संस्थान, जोधपुर से अनुरोध है कि उक्त टेण्डर डॉक्यूमेंट को संस्थान की वेबसाईट पर अपलोड करावें।
- सूचना पट्ट।

**Tender No.01/AFRI/F&S/Pur/S&FM/P-29/LT/2021**

**Date: 24 .01.2022**

**(Price: Rs. 590/-)**

**LIMITED TENDER FOR**

**Root Trainer and Root Trainer Stand**

**Last Date & Time of Submission of Tender : 14.02.2022 Upto 3.30 PM**

**Date & Time of Opening of the Tender : 14.02.2022 after 4.00 PM**

**Arid Forest Research Institute  
P.O. : Krishi Upaz Mandi, Bhagat Ki Kothi  
New Pali Road, Jodhpur 342 005 (Rajasthan)**

(Forwarding letter for work of Tender form to Applicants by post)

**Arid Forest Research Institute**  
P.O.: Basni Krishi Mandi,  
New Pali Road Jodhpur 342 005 (Rajasthan)

Tender No.01/AFRI/F&S/Pur/S&FM/P-29/LT/2021

Date: .01.2022

To,

M/s. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sub: Limited Tender for Root Trainer and Root Trainer Stand - reg.**

<b>Last Date &amp; Time of Submission of Tender</b>	<b>: 14.02.2022 Upto 3.30 PM</b>
<b>Date &amp; Time of Opening of the Tender</b>	<b>: 14.02.2022 after 4.00 PM</b>

Dear Sir,

With reference to your application dated \_\_\_\_\_ and tender document fee of Rs. 500/-+ 90/- GST= 590/- (Rupees Five Hundred Ninty Only) deposited vide **D.D./Pay Order/ crossed Indian Postal Order No.\_\_\_\_\_** dated \_\_\_\_\_, please find enclosed herewith a copy of Tender Document for necessary action from your end. You are requested to submit tender complete in all respect after going through all the terms and conditions of the Tender Document.

Yours faithfully

*Encl.: As stated above.*

Purchase Officer,  
**AFRI, Jodhpur.**

## FORWARDING LETTER

(To be filled in by the tendering Party)

To,

The Director,  
Arid Forest Research Institute,  
P.O.: Krishi Upaz Mandi, Bhagat Ki Kothi,  
New Pali Road, Jodhpur – 342 005 (Rajasthan)

**Sub: Limited Tender for Root Trainer and Root Trainer Stand - reg**

**Ref: Your Limited Tender letter no..... dated.....**

Sir,

We are submitting herewith our tender for Limited Tender for Root Trainer and Root Trainer Stand as specified in the tender document. We have read and understood all the terms and conditions as specified in the tender. We hereby agree to abide by these terms and conditions.

We are endorsing a D.D./Pay Order/ crossed Indian Postal Order No. \_\_\_\_\_ dated \_\_\_\_\_ as a proof of having purchased the non-transferable tender form.

We are submitting our rates for the following item(s) of Material.

### Root Trainer and Root Trainer Stand हेतु विवरण

S.No.	Particulars of work/Purchase	Qty. of Work/Purchase	Rate Quoted Rs.
1	150 CC (24 Cell ) Root Trainer	50 Nos.	
2	700 CC (Single Cavity) Root Trainer	1000 Nos.	
3	900 CC (Single Cavity) Root Trainer	1000 Nos.	
4	1000 CC (Single Cavity) Root Trainer	1000 Nos.	
5	Root Trainer Stand for 700 CC Single Cavity Root Trainer (12 Cell)	42 Nos.	
6	Root Trainer Stand for 900 CC Single Cavity Root Trainer (9 Cell)	56 Nos.	
7	Root Trainer Stand for 1000 CC Single Cavity Root Trainer (6 Cell)	84 Nos.	

Accordingly, we are enclosing herewith our EMD for Root Trainer and Root Trainer Stand \_\_\_\_\_ in the form of Bank Draft number \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ /- (Rupees \_\_\_\_\_ only) payable to the Director, Arid Forest Research Institute, Jodhpur at Jodhpur.

All pages of the tender document alongwith the 'Terms and Conditions contained herewith have been duly signed.

Yours sincerely,

Stamps and Signature of the authorized signatory

**ARID FOREST RESEARCH INSTITUTE, JODHPUR  
TENDER FORM – ‘A’**

1.	<b>Name of Tenderer's/Firm (IN BLOCK LETTERS)</b>	
2	<b>Address of Tenderer's/Firm (IN BLOCK LETTERS)</b>	
3	<b>GST No.</b>	
4	<b>PAN No.</b>	
5	<b>Bank Account No.</b>	
6	<b>Name of Bank and Address</b>	
7	<b>Mobile No. and E Mail Address</b>	
8	<b>TAN No.</b>	

**3. Specification for Root Trainer and Root Trainer Stand हेतु विवरण**

S.No.	Particulars :	Amount
01	<b>Root Trainer and Root Trainer Stand as per annexure I</b>	

**Tenderer's Signature with date & Seal**

4. F.O.R.: Arid Forest Research Institute, Jodhpur (Raj.)

5. Details of Earnest Money (EMD): Amount Rs. \_\_\_\_\_ /-

Bank Draft/ Bankers Cheque No. : \_\_\_\_\_

Name of Bank \_\_\_\_\_ Dated: \_\_\_\_\_

I accept the terms and conditions given in the tender form.

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

Place : \_\_\_\_\_

**Tenderer's Signature with date & Seal**

## TERMS AND CONDITIONS

### 1. Obtaining of Tender Form

Tender form along with detailed specifications may be obtained from the Purchase Officer, Arid Forest Research Institute, P.O. : Krishi Upaz Mandi, Bhagat ki Kothi, New Pali Road, Jodhpur – 342 005 on payment of Rs.590/-(Rs.500/-+ 90/- 18% GST ) (by crossed Bank Draft / crossed Indian Postal Order ) payable to the Director, Arid Forest Research Institute, Jodhpur. In case of request to supply tender form by post additional Rs. 35/- may be provided as postal charges. Fee of tender form is not refundable.

Last date and time for Sale of tender form : **14.02.2022** upto 01.00 P.M.  
Last date and time for receipt of : **14.02.2022** upto 03.30 PM  
completed tenders  
Opening of Tender : **14.02.2022** after 4.00 PM

AFRI shall not be responsible for any postal delays, whether in sending tender through post or courier. No plea for tender reaching late due to accident, traffic jam etc. shall be entertained.

### 2. Submission of Tender

- (a) The complete tender should reach the office of the Director, Arid Forest Research Institute, Jodhpur within the due time and date prescribed. We shall not be responsible for any postal or courier delays. Tenders received after the due time and date shall not be accepted or entertained because the tender box shall be closed and sealed immediately after due time on the due date. No plea for delay of a minute or two shall not be entertained. Tendering parties are, therefore, advised to deposit their tenders well before closing time.
- (b) Complete tenders shall contain following documents:
- Dully filled in tender booklet as procured from the Institute or down loaded from our web site ([www.afri.icfre.org](http://www.afri.icfre.org)) with attached instrument toward cost of the tender form.
  - EMD in form of bank draft only separately as per following schedule
  - Receipt of foil issued by this office as proof of having purchased the tender document booklet and
  - A covering letter on tendering parties authorized letterhead with their complete address together with telephone and fax numbers.
  - Documentary proof in support of the claim of the execution of similar works in the past.
- (c) All these should be secured fully and put into a sufficiently large envelope. The envelope be sealed and super-scribed with, Limited Tender : DUE TO BE OPENED ON 14.02.2022.
- (d) The envelop containing the completed tender should be addressed to, The Director, Arid Forest Research Institute, P.O.: Krishi Upaj Mandi, Bhagat ki Kothi, New Pali Road, Jodhpur 342 005.

### 3. Qualification for Tendering

- a) Firms having suitable past experience of the execution of the similar works may submit the tender. Necessary documentary proof in support of the execution of the similar works in the past shall be enclosed with the tender document.
- b) All prices to be quoted in INR.

### 4. Earnest Money Deposit

- a) **Tenders shall be accompanied with refundable Earnest Money Deposit (EMD) : 4,000.00 (Four thousand only) in the form of a Bank Draft or pay order payable to the Director, Arid Forest Research Institute, Jodhpur at any scheduled bank located at Jodhpur. EMD deposit only bank draft and pay order.**

S. No.	Name of Supply	EMD deposit in Rs.
1	<b>Root Trainer and Root Trainer Stand as per annexure I</b>	

- b) Exemption certificate of EMD, as applicable in central & state Government are not applicable in our case. Tenders submitted without requisite EMD shall be summarily rejected.
- c) On finalization of the tender EMD submitted by all unsuccessful Tenders shall be returned forthwith. In case of successful bidder EMD shall be returned only after furnishing of the prescribed Security Deposit as outlined in the tender document.

### 5. Security Deposit

- a) Successful bidder has to deposit 10% amount of order cost as Security Deposit/Performance Security in the form of Demand Draft payable to Director, Arid Forest Research Institute, Jodhpur for goods costing above Rs. 50,000/-, which will be returned to him after completion of one year or warranty period, whichever become later. No interest is payable on Security Deposit/Performance Security.
- b) No earnest money can be adjusted as Security deposit/Performance Security on request of the bidder. Security deposit/Performance Security only bank draft.

### 6. Opening of Tenders

- a) Tenders shall be opened in the office of the Director, AFRI, Jodhpur after 4.00 PM on 14.02.2022.
- b) Tenders shall be opened in the presence of the representatives of the tendering parties, who wish to remain present on notified date and time.
- c) Tenders shall be read out one by one. Polite queries about rates etc. can be re-read on request. Parties are however to desist from making any comments.
- d) Representatives of tendering parties are requested to be available at Jodhpur for any clarification that may be necessary eventually.

## **7. Director, AFRI reserves the right to:**

- a) Accept or reject a whole or any part of any offer,
- b) Reject all or any offer partly or wholly,
- c) Cancel or withdraw the tender notice,
- d) Reject or accept any tender or part thereof,
- e) Accept or reject any deviation from these conditions without assigning any reason.

## **8. Procedure for filling in the Tender Form**

- a) Tender should be neatly typed or hand written. Rates for various item of supply wide shall be quoted at the designated places at page No. 3 of the tender document. Rates for various works item wise should be separately quoted as given in supplied specifications Overwriting in tender are strictly forbidden, and tenders containing doubt figures will be rejected. Cutting and corrections in the tender should be attested by the tenderer with date and full signature. Tender must be submitted in prescribed forms failing which they are liable to be rejected.
- b) Tender submitted on plain paper or unauthorized copies of our tender document booklet will be invalid and shall be summarily rejected.
- c) NB: Quoting / quoting options on a photocopy of the tender form are also not allowed. The tendering parties risk disqualification and forfeiture of the EMD if this condition is violated.
- d) Any tender or offer that fall short of these specifications shall be rejected summarily.
- e) Prices to be quoted, however, shall be restricted to the specifications. including installation (if applicable) is to be quoted. All other taxes, levies, packaging, forwarding and all other charges shall clearly be mentioned.

## **9. Validity of Offer**

- (a) Offer(s) made in the tender shall have to be valid for acceptance for a period of six months from the date of the opening of Tender.
- (b) Any unsolicited correspondence after the last date and time for receipt of tenders is liable to render the tender/ offer as invalid. Tendering parties are, therefore, advised in their own interest, to desist from filling any uninvited correspondence after the notified time.
- (c) Tender Document booklet is non-transferable. Parties purchasing one tender Document Booklet should be the same as the ones filling a completed tender or making the offer.
- (d) All offers have to be made clearly in English or Hindi. There should be no cuttings. If a striking out is resorted to, it should be duly signed.
- (e) No alterations or amendments shall be allowed after opening of the tenders.
- (f) Offers submitted by telex, telegram or fax shall not be considered.

- (g) For a tender to be valid, the individuals signing the tender document must specify whether they are signing as a sole proprietor / manufacturers / partners / attorney (with proof provided) or as authorized dealers / representative (with proof provided). Tenders not accompanied with letters of authority, in cases required, are liable to be rejected.

#### **10. Supply by the Successful Tenderer/s**

- (a) On receipt of the order for a whole or part of the orders a supplier shall have to affect supply of the entire order in the purchase order otherwise EMD will be forfeited and firm can be blacklisted.
- (b) Payment for items shall be made on complete installation and Completion of all the performance related tests.
- (c) The AFRI reserves the right to place the order on any tender in whole or in part, so also split the order between one or more than one tenders.

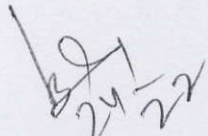
#### **11. Placement of Supply Order**

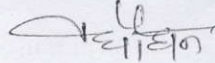
The supply will normally be awarded to the lowest bidder having sufficient experience of the execution of the similar works/supply during the past two years by issuing of a suitable supply Order in his favour. On awarding the supply to the successful bidder, the following terms and conditions is mandatory applicable to him.

- a. The bidder has to complete all the supply on Store Section and no charges/cost other than that mentioned in his bid will be paid to the bidder.
  - b. If a bidder (Here in referred to as second party) to whom supply has been offered at the rates quoted by him, fails to complete the supply within stipulated period from the date of issue of 'Supply Order', EMD submitted by him shall be forfeited to the revenue of the 'Institute' and offer shall be made to the next higher bidder at the cost and risk of the defaulting bidder.
  - c. In case the second party fails to satisfactorily execute the work strictly as per the work order, the Director, AFRI (Here in referred to as first party) reserves the right to cancel the work order awarded to him and the place the work order with the next higher bidder or call the fresh tenders. Both at the cost of such defaulting second party.
  - d. The 'Second party' shall be required to submit the refundable Security Deposit amounting to 05 % of the total value of the work as per the rates quoted by him with the 'first party' within seven days from the receipt of work order.
  - e. No interest shall be payable to the second party in respect of the security deposit submitted by him.
  - f. Taxes and duties, if any applicable under any rule for the time being under force shall be deducted from the passed bill of the second party.
  - g. In case of breach of any terms and conditions stated above by the second party the first party is empowered to impose penalty on and/or blacklist the second party and/ or forfeit the security deposit submitted by the second party.
  - h. In case of any dispute as to the interpretation of any of these terms and conditions. The decision of the First party will be final and binding.
11. The supply must be executed as per specification mentioned in tender form as well as in supply order. The Director, AFRI reserves the right of non-acceptance of items of work,

- which are not found as per specifications. The tenderer if wishes can also visit the site of work before submitting their documents.
12. It is understood that the tender document has been issued to the tenderer and he is being permitted to tender, in consideration of the stipulation on his part that after submitting his tender, he will not resale from his offer or modify the terms or condition thereof. Should the tender fail to observe and comply with his offer, EMD submitted by him shall be forfeited to the Arid Forest research Institute, Jodhpur.
  13. In the event of the space on the schedule form being insufficient for the required purpose, additional pages may be added. Each such additional page must be numbered consequently, bearing the tender number and be fully signed by the tenderer. In such cases reference to the additional pages should be added in the tender form.
  14. Individual, who is signing the tender and other documents connected with a tender must specify whether he signs as-
    - (a) A sole proprietor of the firm or a constituted attorney of such sole proprietor.
    - (b) A partner of the of the firm if it be a partnership, in which case he must have authority to refer to arbitration on dispute concerning the business of the partnership either by virtue the partnership agreement or a power of attorney.
    - (c) Constituted attorney of the firm if it is a company.
    - (d) N.B.I: Power of Attorney, in either case attached by a Notary Public should be furnished unless the same has been previously furnished to Arid Forest Research Institute as affidavit on stamped papers of all the partners admitting execution of the partnership agreement of the general power of attorney should be furnished.
    - (e) In cases of partnership firms, where no authority to refer dispute concerning the business of the partnership has been confirmed on any partner, the tender and all other related documents must be signed by each partner of the firm.
    - (f) A person signing the tender form or any document forming part of the contract on behalf of another shall be deemed to warranty that he has authority to do so.
  15. Tenders are at liberty to be present or authorize a representative to be present at the opening of the tender on 14.02.2022at 4.00 PM. The name and address of the representative who would be attending the opening of the tenders on your behalf shall be indicated in your tender. Please also state the name and address of your permanent representative, if any.
  16. The percentage of reduction on higher demand should also be quoted so that an order to that extent can be placed with you.
  17. Tenderer should specify the dates by which he can guarantee the completion of supply as specified in the tender.
  18. After receiving the work order of the institute for execution of the supply approved by the supply order, a letter of acceptance of the execution of supply within the stipulated period shall be communicated immediately telegraphically and with a formal letter of acceptance. In absence of confirmation tender may be given to next party.
  19. The AFRI reserves the right to place order on the successful tender for an additional quantity of similar work at the rates quoted. Tenders are bound to accept order for additional quantity under this clause only if the order is placed within six month from the date of issue of first supply order.

20. Bank commission charged for demand draft will be borne by the respective firm/firms and the same amount will be deducted from their payment.
21. In case the tenders fail to intimate the supply completion date within seven days from the receipt of the supply order, he shall be deemed to have agreed to supply the stores within work completion date stipulated therein, time being, and the essence of this offer. Your failure to deliver the stores within the stipulated period shall entitle the competent authority to get the work executed from next higher bidder and recover from you the difference of cost incurred.
22. In case the supply order is not executed within the stipulated period and it appears that unnecessary delays are made from the part of the contractor, the Director, AFRI has power to impose penalty up to **10 %** of the cost of the supply order and deduct the amount of penalty from the bill.
23. The documentary certificates of the successful completion report from various Government departments and private firms of repute should be enclosed with the tender form.
24. In case of the forgery and/or execution of substandard quality supply disciplinary can be taken against the firm and firm can be blacklisted.
25. Failure to complete the supply within the stipulated supply completion period shall result in automatic cancellation of the order unless extended by the Director, AFRI, Jodhpur.
26. Extension of the supply completion date can be granted in deserving cases without imposing any penalty. The decision based on valid evidence shall be taken on merits of the case.
27. In case of breach of any terms and conditions stated above by the firms, the Director, AFRI, Jodhpur is empowered to impose penalty and/or blacklist the firm and/or forfeit the earnest money.
28. All pages of the tender documents together with the copy of "Terms and condition" contained in the tender booklet should be signed by the tenders.
29. Acceptance signing of the tender form and the detailed terms and conditions shall be deemed as the final acceptance of these terms and conditions.
30. Please Avoid the China product.

  
Director,  
A.F.R.I., Jodhpur



## Annexure-I

## Root Trainer and Root Trainer Stand हेतु विवरण

S.No.	Particulars of work/Purchase	Qty. of Work/Purchase	Rate Quoted Rs.
1	150 CC (24 Cell ) Root Trainer	50 Nos.	
2	700 CC (Single Cavity) Root Trainer	1000 Nos.	
3	900 CC (Single Cavity) Root Trainer	1000 Nos.	
4	1000 CC (Single Cavity) Root Trainer	1000 Nos.	
5	Root Trainer Stand for 700 CC Single Cavity Root Trainer (12 Cell)	42 Nos.	
6	Root Trainer Stand for 900 CC Single Cavity Root Trainer (9 Cell)	56 Nos.	
7	Root Trainer Stand for 1000 CC Single Cavity Root Trainer (6 Cell)	84 Nos.	

**CERTIFICATE OF ACCEPTANCE OF THE TERMS AND CONDITIONS**

I / We have read and fully understood the terms and conditions as laid down above in respect of the **Limited Tender for Root Trainer and Root Trainer Stand due to be opened on 14.02.2022.**

I / We agree to abide by the same.

I/We have signed all the pages of the tender document booklet as laid down.

**Signature and Seal of the  
Tendering party or his Authorized Signatory**  
**Dated** : \_\_\_\_\_  
**Address** : \_\_\_\_\_  
**Tel. No.** : \_\_\_\_\_