

**National Agri-food Biotechnology Institute
C-127, Industrial Area, Phase VIII, Mohali.**

NAME OF WORK: Supply of manpower for various services at NABI, Mohali.

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Note: Tenderer should confirm that they have received all the above papers from Sr.No.02 to Sr.No.11 and seen and understood all items. All the documents are to be returned duly signed by the tenderer.

TENDER ISSUED TO:

M/s _____

Telephone No. (If any) _____

Signatures of the Officer Issuing Tender

Pay Order/Demand Draft No. _____ dated _____ from the Bank

_____ drawn in favour of the

Executive Director, National Agri-Food Biotechnology Institute, Mohali for

Rs. _____

(Rupees _____) is enclosed herewith.

I/We have read and understood all the terms and conditions and all other relevant documents and seen the drawings if any and visited the site before quoting the rates.

Address _____

Telephone/Mobile No. _____

Email(s) _____

Signature of the Contractor
with seal

NOTICE INVITING TENDERS

NABI/6(5)/2010-Gen

Sealed Tenders are invited from firms having registered office at Chandigarh, Mohali, Panchkula and valid labour license, ESI, EPF code with work experience of 25 persons or more in a single contract continuously over a period of at least three years in central/ state Govt./ PSUs for the following works :-

Sl No	Tender No	Name of work	Cost of tender document (Rs)	Earnest Money Deposit (Rs).
1.	NABI/6(5)/2010-Gen	Supply of Manpower to Nabi for various services of Housekeeping, office and Farm operations under the minimum wages act	Rs. 550/-	Rs. 25000/- in the form of Demand draft in favour of Executive Director, NABI, Mohali

Application for issue of tender forms along with attested copies of the following documents may be submitted by 1600 hours on or before 27.07.2011:-

1. Letter head of the firm/company with address & contact details i.e. Tel/ e-mail Fax Nos. etc.
2. Affidavit that the firm is not black listed as per the specimen at Annexure-I
3. Copy of valid Labour License issued from Chandigarh/Mohali/Panchkula.
4. Copies of ESI & EPF registration from Chandigarh/Mohali/Panchkula.
5. Copy of continued experience of providing minimum 25 persons or more in a single contract in central/state Govt./ undertaking /Autonomous bodies during the last three years.
6. Copy of certificate issued by organization(s) where such work was executed certifying that the applicant firm has executed the contract satisfactorily.
7. Latest copy of Income Tax Return.
8. Copy of Audited balance sheets for the last 02 years.
9. Solvency certificate of an amount not less than 2.00 lacs issued by a schedule bank with in the last six months.
10. Signed copy of undertaking as per Annexure –II of tender

After scrutiny of the above documents, the tender shall be issued only to eligible firms on payment of Rs 550/- (Rupees Five Hundred fifty only) towards the cost of tender document(s) between timing 10.00 a.m. to 5.00 p.m. (on working days only). A pre bid meeting with all interested tenderers shall be held at 1100 hrs on 28.07.11. The last date of submission of tender is upto 1400 hours on 03.08.2011. The tenders will be opened on the same date at 1500 hours in the presence of tenderers, if any.

*** “ Any Bid where in service charges quoted are such that after deduction of statutory payments viz. TDS etc. it becomes zero/negative, such a Bid shall be summarily rejected without any communication.”**

The Tender/bid should be submitted in the prescribed proforma as given in the Annexure ‘B’ of Tender Document. EMD is to be submitted in the form of Demand Draft/Bankers cheque payable at Chandigarh drawn in favour of Executive Director, NABI from any one of the scheduled bank. EMD in any other form is not acceptable. Late and delayed tenders will not be opened and summarily rejected. Offer by Fax/E-mail will be summarily ignored.

Incomplete tender or tenders received without EMD shall be summarily rejected. Canvassing in connection with tender/quotation is strictly prohibited. The Executive Director, NABI reserves the right to reject any or all the quotations or allot part of the work to different agencies without assigning any reason whatsoever.

ADMINISTRATIVE OFFICER