



भारतीय कृषि अनुसंधान परिषद - औषधीय एवं सगंधीय पादप अनुसंधान निदेशालय  
बोरीआवी - 387 310, आणंद, गुजरात, भारत.

ICAR-Directorate of Medicinal and Aromatic Plants Research  
Boriavi - 387 310, Anand, Gujarat, India.

Ph.No: (02692) 271600, 05, 06 Fax: (02692) 271601.

Website: www.dmapr.org.in

F.No. 19-4/12-Contract/ Vol. IV/

Dated: /04/2017

## **NOTICE INVITING TENDER THROUGH E-PROCUREMENT**

Online Bids are invited from the interested firms **under two bid system** for **PROVIDING THE SERVICES OF COOK, HELPER AND ATTENDANT-CUM-RECEPTIONIST AT ICAR-DMAPR GUEST HOUSE AT LAMBHVEL** at ICAR-Directorate of Medicinal and Aromatic Plants Research, Boriavi -387310, Anand, Gujarat.

**Manual bids shall not be entertained.**

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

### **CRITICAL DATE SHEET**

Tender No.	No.F. 19-4/12-Contract/ Vol. IV
Date and Time for Issue/Publishing	06.00 P.M on 24/04/2017
Document Download/Sale Start Date and Time	06.00 P.M on 24/04/2017
Bid Submission Start Date and Time	06.00 P.M on 24/04/2017
Bid Submission End Date and Time	06.00 P.M on 12/05/2017
Date and Time for Opening of Bids	11.30 A.M on 15/05/2017
Address for Communication	Administrative Officer, ICAR-Directorate of Medicinal & Aromatic Plants Research, Boriavi -387310, Anand, Gujarat

Sd/-

Administrative Officer.



## INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. The tender from/bidder documents may be downloaded from the website: <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. Tenders/bidders are requested to visit 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) **Tender Fee of Rs.1,000/-** (Non-refundable) in the shape of Demand Draft prepared in favour of **ICAR Unit: DMAPR, payable at Anand** may be addressed to the **Administrative Officer, Directorate of Medicinal and Aromatic Plants Research, Boriavi -387 310, Anand, Gujarat** on or before bid opening date and time as mentioned in the Critical Date Sheet.
5. The interested Firms are required to deposit (in original) and Earnest Money Deposit (EMD) of the amount mentioned against item in the form of Demand Draft/Bank Guaranty/ FDR from any of the Commercial Bank in favour of **ICAR Unit: DMAPR payable at Anand** may be addressed to the **Administrative Officer, ICAR-Directorate of Medicinal and Aromatic Plants Research, Boriavi -387 310, Anand, Gujarat** on or before bid opening date and time as mentioned in the Critical Date Sheet.
6. The firm should send the Original brochures of the product and may be addressed to the Administrative Officer, **ICAR-Directorate of Medicinal and Aromatic Plants Research, Boriavi – 387 310, Anand, Gujarat** on or before bid opening date and time as mentioned in the Critical Date Sheet.
7. Bidders need not to come at the time of Technical as well as financial bid opening at ICAR-DMAPR. They can view live bid opening after login on CPP e-Procurement Portal at their remote end. If bidder wants to join bid opening event at ICAR-DMAPR then they have to come with bid acknowledge slip that generates after successfully submission of online bid.



