

Government of India  
Ministry of Health and Family Welfare  
**CENTRAL LEPROSY TEACHING AND RESEARCH INSTITUTE**  
CHENGALPATTU - 603 001

Director ☎ 044-27426275,  
Central Stores ☎ 044-27429987  
Email: [oics.cltri@nic.in](mailto:oics.cltri@nic.in)

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No. F.5-4/2021 CS

Dated: 19.04.2021

**TENDER NOTIFICATION**

To:

All reputed Firms/Suppliers

Sub: -CLT&RI - Inviting sealed tender for supply of vegetables and Egg for the financial year 2021-2022 (period from 20.05.2021 to 31.03.2022) - Regarding.

Sir,

Notification for inviting sealed tender on behalf of President of India from all reputed firms/suppliers for supply of vegetables and Egg (Please see Annexure-I) to this Institute for the financial year 2021-'22 (period from 20.05.2021 to 31.03.2022). It is requested to submit the sealed tender along with supporting documents as per Technical Bid (Please see Annexure-II) and Price Bid (Please see Annexure-III) within the specified time limit as per schedule as under.

S.N	Description	Detail
1.	Tender No.	F5-4/2021 CS
2.	Last date for sale of Tender documents	12.05.2021
3.	Date & Time of Opening of Tender documents	Will be decided later
4.	Amount of Earnest Money Deposit as per Clause 3 of Part-B of Annexure-II (Refundable without any interest)	Rs.5,000/- (Rupees Five thousand only)
5.	Venue of opening of Technical Bid & Commercial Bid	Chairman chamber

2. Tender notification available in this office notice board, our website <http://www.cltri.gov.in>, Central Govt. Tender portal <http://tenders.gov.in> for wide publicity.

Encl.:-

1. Notification
2. Tender documents

Cc to:-

1. Office Notice Board - for wide publicity
2. Computer section - to upload the tender documents in CLTRI website and tender portal <http://tenders.gov.in> for wide publicity (copy enclosed).

*Chengalpatu 20/4/2021*  
**DIRECTOR**

**DIRECTOR**  
**CENTRAL LEPROSY TEACHING AND**  
**RESEARCH INSTITUTE**  
**CHENGALPATTU-603001**



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**ANNEXURE - I**

**LIST OF VEGETABLES FOR THE FINANCIAL YEAR 2021-22**

(Special attention is invited to the description of articles and Important Note)

Sl. No.	Name of Diet Article	Description
1	Vegetables	Fresh variety of vegetables on such description indent by Central Kitchen i/c as can be procurable during the contract period excluding wastage's.
2	Tomatoes	Fresh tomatoes should be supplied once in a week excluding wastage's..
3	Brinjal	Fresh brinjal should be supplied once in a week excluding wastages..
4	Potatoes	Fresh potatoes should be supplied excluding wastages
5	Onions	Fresh onions should be supplied and well cleaned excluding wastages.
6	Egg (White chick egg only)	Fresh and big size only
7	Carrot	Fresh carrot should be supplied excluding wastages to Central Kitchen
8	Cabbage	Fresh cabbage should be supplied excluding wastages

**IMPORTANT NOTES**

1. Fresh vegetables and other items as per table should be supplied as per requirement on every day as indent by Central Kitchen.

2. Only fresh vegetables and other items as per table will be accepted and supply with the satisfaction of the Central Kitchen i/c .

3. **Wastage's:-** The contractor should supply over and above the actual requirements an extra quantity to over the wastage's as stated in note above. The greens to be supplied include Pasalikeerai, Paruppukeerai, Sukkankeerai, Sirukeerai, Mulaikeerai, and Araikeerai.

4. Wastages and damages will not be included in the measured weight.

5. Root vegetables/Water vegetables and other common vegetables:-

Cheemakilangu	Chou - Chou	Lady's finger
Radish	Snake guard	Drumsticks
Carrot	Green Plantains	Brinjal
Sweet Potato	Ribbee guard	Beans
Knol - Keel	Bottle guard	Avarakkai
Yam	Tomatoes	Cabbage
Turnip	Pumpkin	Beet Root

6. A particular item of vegetable supplied on any day should not be repeated within three days during the month, except when specifically indented for.

7. All the root varieties will be treated as one item and similarly all the water varieties will be classified as one item. For instance, if the Chemakilangu among the root varieties is supplied on the first April any other root variety should not be supplied within four days.



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ANNEXURE - II

TECHNICAL BID

Sub: - CLT&RI – Notification for inviting sealed tender for supply of vegetables for the financial year 2021-2022 (period from 20.05.2021 to 31.03.2022) – Regarding.

Ref:- This Institute Tender No. 5-4/2021 CS dated 19.04.2021

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PART-A

LIST OF DOCUMENTS TO BE ENCLOSED:

The following documents should be accompanied with tender failing which the tender liable to be rejected.

- a) Earnest Money Deposit Rs.5,000/- as per Clause 3 of terms and conditions.
- b) Valid GST Certificate Number (copy)
- c) Income tax certificate for the period Financial Year 2018-19 & 2019-20, if any.
- d) PAN card (copy).

TECHNICAL BID

PART-B

TERMS & CONDITIONS

- 1) **Tender Document** - Tenders document can be downloaded from the CLT&RI' website. The tender documents in a sealed cover should be sent to the Director, Central Leprosy Teaching & Research Institute, Govt. of India, Ministry of Health & Family Welfare, Chengalpattu – 603 001, Chengalpattu District, Tamil Nadu.
- 2) Bidder must go through the terms and conditions carefully and understand them before submitting the tender. No excuse that the conditions have been read or understood will be entertained later.



3) **EARNEST MONEY DEPOSIT :-**

- (i) Each tender must be accompanied by **EMD Rs.5,000/- (Rupees Five thousand only)** in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from Bank of Baroda or any nationalized bank in favour of "**The Director, Central Leprosy Teaching and Research Institute, Chengalpattu**". **Any tender not so accompanied by the Earnest Money Deposit (EMD) is liable to be rejected.** No interest will be allowed on this deposit.
- (ii) EMD of unsuccessful bidder will be returned on finalization of tender. EMD of successful bidder will be returned only after depositing the Performance Security Deposit by the successful bidder.

4) **PERFORMANCE SECURITY DEPOSIT:-**

- (i) Successful bidder will be required to deposit the performance security deposit on or before the date herein fixed for execution of the agreement. Performance Security Deposit of **Rs.50,000/- (Rupees Fifty thousand only)** will be submitted by the successful bidder in the mode of Fixed Deposit Receipt (validity up 31<sup>st</sup> March, 2022) or Bank Guarantee (validity up 31<sup>st</sup> March, 2022) from Bank of Baroda or any nationalized bank drawn in favour of "**Director, Central Leprosy Teaching and Research Institute, Chengalpattu**".

(ii) If the successful bidder failed to compliance on supplied articles and if any breach of terms & condition, the Performance Security Deposit will be forfeited to Govt. Account.

- 5) Director has the right to order less or more quantity; or classification of vegetables and other items as mentioned in the schedule (Annexure-I), as may from time to time required, or not to order any quantity or number of any of such vegetables and other items at all.

**TECHNICAL BID**

**PART-B**

**TERMS & CONDITIONS**

- 6) Rates should be quoted separately for each vegetable and other items. The rates quoted in the tender should also be expressed in words in a separate column provided for the purpose. The rate quoted by the Contractor shall be inclusive of cost of container, packages such as gunny bags, tins etc. inclusive of GST, if any.
- 7) Rates quoted by the Contractor shall be final and applicable up to the end of contract. If any variation in the market prices, shall not be entertained.
- 8) The rate quoted by the bidder shall not in any case exceed the MRP or market price, if any, fixed by the Government of the reasonable price. Rate is permissible to charge a private purchase for the sample class and description of goods, under the provisions of clause 6 of the Hoarding and Profiteering Prevention Ordinance 1943, as amended from time to time. If the prices quoted exceeded the MRP or market price or the price permissible under the Hoarding and Profiteering Prevention Ordinance, the bidder will specifically mention this fact in this tender document along with the reason for quoting such higher price with proof of documents. Director of this Institute at his discretion will in such case exercise the right of revising the price at any stage, so as to verify the Market Retail Price (MRP) or market price or the price permissible under Hoarding and Profiteering Prevention Ordinance. This discretion will be exercised without prejudice to any other action that may be taken against the bidder.
- 9) Tender cannot be accepted if the rate quoted as “**at current market rates**”. **The contract rate quoted by the bidder is inclusive of delivery charges, package charge and transportation and valid up to 31<sup>st</sup> March, 2022.**
- 10) Awarded Contractors should make their own arrangements to ascertain the daily requirements of vegetables and other items from this Institute Central Kitchen and Animal House Laboratory. The supply should be made before 9 AM on the day of indent, in case of failure to supply the vegetables and other items before 9 AM on the day, **clause 28 (i) (ii) of the terms and conditions will be invoked without intimation to the contractor.**
- 11) The contractor should supply over and above the actual requirements, extra quantity of the vegetables and other items will cover wastage. No payment will be made for the extra quantity supplied to cover wastage.



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**TECHNICAL BID**

**PART-B**

**TERMS & CONDITIONS**

- 12) Payments will be made for vegetables and other items, excluding wastage once in a month. The vegetables and other items should be supplied according to the seasons. Brinjal, Tomato and Carrot should be supplied at least once in seven days which should confirm from Central Kitchen i/c. and Animal House Laboratory (for Carrot and Cabbage). Payment for supplied vegetables will be paid to the bidder subject to the quality of goods will be confirmed by Central Kitchen i/c and Animal House Laboratory (for carrot and cabbage).
- 13) In case, if the contractor fails to supply the item in time stating that the prices have escalated and the contractor is unable to supply, the contract will summarily be cancelled in the interest of public and the next contractor will be asked to execute the contract in the place of the original contractor.
- 14) **STAMPED AGREEMENT (Stamp duty):-** The successful bidder will be required to enter into a stamped agreement (Stamp duty to be paid by the bidder) with the Director of the Institute, draft of which may be seen at the office, within 15 days of the receipt of confirmation of successful bidder by them that their rates have been accepted.
- 15) If the successful tenders fail to execute and or deposit the required Performance Security Deposit within the time specified or withdraw their tenders after intimation of the acceptance of their tenders has been sent to them or fail to comply with clause 14 above or owing to any other reasons, they are unable to undertake the contract, their contract will be cancelled and the earnest money deposited by them along with their tender is liable to be forfeited to Govt. Account and they will also be liable for all damages sustained by the Director by reason of such breach, including liability to pay and difference between the prices accepted by him and those ultimately paid by him for such articles. Such damages shall be accessed by the Director, whose decision is final and the amount so assessed is recoverable by proceeding under the Tamil Nadu Revenue Recovery Act 1864 (Tamil Nadu Act – II of 1864) as an arrear of land revenue.
- 16) The bidder cannot be sublet without the permission of the Director of the Institute.
- 17) Income Tax as required under the Income Tax Rules will be deducted from the successful bidder's bills regularly, unless a written order of the Income Tax officer concerned, specifying not to recover Income Tax is produced by the Contractor.
- 18) Final payment for vegetables and other items supplied by the awarded contractors will be made on production of a certificate from the income tax and or sales authorities that all income tax and or sales tax payable by him up to the end of the previous account year has been duly paid.

**TECHNICAL BID**  
**PART-B**

**TERMS & CONDITIONS**

- 19) Any incidental charges/expenditure for transport incurred by the Director, on account of such local purchase becoming necessary due to failure or neglect by the awarded contractors for supply, such expenditure shall be recovered from the awarded contractors.
- 20) If any vegetables and other items supplied by the awarded contractors has been partially or wholly used or consumed in the Institute and they are subsequently found to be in bad order, unsound un-merchantable, inferior in quality or description or otherwise faulty or unfit for use or unwholesome, then the contract price or prices of such articles or things will be recovered from the awarded contractors, if payment had already been made to them. Otherwise the contractors will not be entitle to any payment, whatsoever for such articles for infringement of the stipulation of the contract or for other justifiable reasons, the contract may be terminated by the Director and the contractors shall be liable for all losses sustain by the Director in consequence of the termination, which may be recover from the Performance Security Deposit submitted by the contractor. In the event of such amount being insufficient the balance may be recovered from the awarded contractors from their properties.
- 21) The Performance Security Deposit shall be released only when both the parties, viz., the contractor and purchaser declared that there is not demand in respect of the contract for the relevant period, against each other.
- 22) If the contractors submit the quotation lower than the market rate, he should submit and undertaking to the effect that he will supply the good quality items at the rate quoted by him. If the contract will be awarded to him and he fails to supply the items, the EMD will be forfeited and the contract will be cancelled without any assigning. If it is so that next contractor will be asked to supply the items as per the rate quoted by him.
- 23) No bidder making a tender shall be allowed at any time and on any ground whatsoever, any claim for revision or modification of the rates quoted by the bidder. The bidder should clearly understand that the rates quoted by them include the payment of customs duties and GST payable at the time of tender or any enhancement thereof or which may thereafter be levied on all or any of the articles tendered for.
- 24) Bidders should be superscribed on the sealed cover the words "***TENDER FOR THE SUPPLY OF VEGETABLES AND OTHER ITEMS FOR THE YEAR 2021-2022***" failing which the tender cannot be accepted.



TECHNICAL BID

PART-B

TERMS & CONDITIONS

- 25) Acceptance of the tender will be communicated to the successful bidder.
- 26) The Director reserves the right to reject tenders or to accept the tenders for the supply of diet articles for only one or more of the diet articles tendered for in a tender without assigning any reason, whatsoever, for so doing.
- 27) The Director at his discretion not to accept tender document of the Contractor/Bidder who has in previous years withdrawn his tender without valid reasons.
- 28) **Termination of Contract:-**
  - (i) The Director of this Institute will be at liberty and empower to terminate the awarded contract without assigning any reasons, therefore, the contractor will not be entitled to any compensation whatsoever in respect of such terminations.
  - (ii) If the awarded contractors fail to comply with the terms and conditions and violating or breach of contracts during the contract period, the contract will be terminated without assigning any reason.
- 29) **The Director may at his discretion, accept or reject any tender, even though the bidder fulfills all eligibility criteria, without assigning any reason, even at the time of opening tender documents.**
- 30) Contractor/Bidder should sign in the tender documents all pages along with his seal, otherwise the tender document will not accept and the same will be rejected.

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**TECHNICAL BID**

**PART-C**

**AGREEMENT**

**(To be provided by Contractor/bidder in their letter pad)**

1. I accepted and bind myself to the terms and conditions (Clause 1 to 30) prescribed in the tender notification.
- 2) I enclose Earnest Money Deposit (EMD) of Rs.5,000/- (Rupees Five thousands only) in the mode of \_\_\_\_\_ (Account Payee Demand Draft/Fixed Deposit Receipt/ Banker's Cheque or Bank Guarantee) drawn from \_\_\_\_\_ (Name of the Bank) in favour of "**The Director, Central Leprosy Teaching and Research Institute, Chengalpattu**" through DD No./Fixed Deposit Receipt No./Banker's Cheque No./Bank Guarantee document No. \_\_\_\_\_ dated \_\_\_\_\_.
- 3) I, the contractor/bidder, agreed for the earnest money will be confiscated/forfeited to Govt. account in case, I fail to undertake the contract when offered.

Signature:

Bidder/Contractor/Supplier

Name in the Block Letters:

Address in Block letters:

Date:

Place:

**PRICE BID**  
(To be provided by Contractor/bidder in their letter pad)

Sl. No.	Description of Articles	In Unit	Rate (in Rs.)
1	Vegetable	Kilogram	
2	Tomato	Kilogram	
3	Brinjal	Kilogram	
4	Potato	Kilogram	
5	Onion	Kilogram	
6	Egg (white chick egg only)	One number	
7	Carrot	Kilogram	
8	Cabbage	Kilogram	

Undertaking

I assured that the rate quoted by me for the vegetables and other items is applicable for the period from 20<sup>th</sup> May, 2021 to 31<sup>st</sup> March, 2022 and I will not demand to revise the rate if the contract awarded and also during the period of contract 20<sup>th</sup> May, 2021 to 31<sup>st</sup> March, 2022.

Office Seal  
Date:-  
Place:-

Authorized Signatory  
(Bidder/Contractor/Supplier)