

निविदा दस्तावेज
TENDER DOCUMENT

के लिये
FOR

**Re-Designing / Revamping of the Institute
Official Website**

TENDER # CDFD/AMC/2022-23/IND17730



**सी डी एफ डी
CDFD**

डी एन ए फिंगरप्रिंटिंग एवं निदान केंद्र
Centre for DNA Fingerprinting and Diagnostics

इन्तर रिंग रोड, उप्पल, हैदराबाद - 500039
Inner Ring Road, Uppal, HYDERABAD - 500039
(तेलंगाना राज्य) भारत
(Telangana State) India



डी एन ए फिंगरप्रिंटिंग एवं निदान केंद्र

(बायोटेक्नोलॉजी विज्ञान और प्रौद्योगिकी मंत्रालय एक स्वायत्त संस्थान। भारत सरकार)

CENTRE FOR DNA FINGERPRINTING AND DIAGNOSTICS

(An Autonomous Institute of Department of Biotechnology, Ministry of Science and Technology, Govt. of India)
इनर रिंग रोड Inner Ring Road, उप्पल Uppal, हैदराबाद HYDERABAD - 500039 (तेलंगाना राज्य Telangana State)
भारत India

Ph. No. 040-27216025/20, Fax: 040-27216019 Email: susmitha@cdfd.org.in

निविदा आमंत्रित सूचना NOTICE INVITING TENDER

Tender No. CDFD/AMC/2022-23/IND17730

Date: 02.02.2023

Sealed Tenders in **TWO BID SYSTEM** are invited on behalf of and by the Director, CDFD for "Redesigning and Revamping of Institute Official Website".

काम की गुंजाइश **Scope of work:** Redesigning and Revamping of Institute Official Website.

1. इच्छुक योग्य बोलीदाता हमारी वेबसाइट से पूर्ण बोली-प्रक्रिया दस्तावेज मुफ्त में डाउनलोड कर सकते हैं। Interested eligible bidders may download free of cost the complete bidding documents from our Website (<http://www.cdfd.org.in>) as well as from Central Public Procurement Portal: www.eprocure.gov.in.

2. कम से कम धन जमा/बोली सुरक्षा Earnest Money Deposit / Bid Security: EMD amounting to Rs.15,000/- (Rupees Fifteen Thousand only) by way of Demand Draft / Bank Guarantee of a Commercial Bank in favour of "Director, CDFD and payable at Hyderabad obtained from any Commercial Bank should be enclosed along with the Bid.

I. This amount is interest free and will be returned to the unsuccessful bidder after finalization of the Contract within 30 days.

II. The firms registered with DGS&D, NSIC and MSE if any, are exempted from payment of Earnest Money Deposit (EMD) and enclosed the valid proof along with Quotation.

3. The firms registered with MSME/MSEs should indicate the Udyog Aadhar Memorandum (UAM) Identification Number in their quotation failing which the exemption of EMD and other benefits as available will not be applicable.

4. निविदाएं एकल बोली में जमा की जाएंगी। Tenders shall be submitted in Two Parts: 1) Part-I: Technical Bid
2) Part-II: Price Bid.

- Technical Bid (PART-I) of the Tender must contain the documents as indicated at Clause No.11 of Instructions to Bidder.
- Price Bid (Part-II) of the Tender shall contain only the Price Schedule as per the Price Schedule Format (Both in Words and Figures). The Bidder should ensure that the Prices are mentioned only in the Price Bid and nowhere in the Technical Bids.

Due Date for Receipt of Tenders: 15-03-2023 @ 2.30 pm

Opening of Bids: 15-03-2023@ 3.00 pm at Exhibition Hall, Ground Floor, CDFD, Inner Ring Road, Uppal and Hyderabad.

If the above stated opening or closing date(s) happens to be Govt. holiday(s)/BANDH, the submission/opening of the tender will be on the next working day as per the time scheduled.

5. Bidder shall seal the Technical Bids and Price Bids in two separate envelopes duly marked / super-scribed as "Technical Bid (Part-I)" and "Price Bid (Part-II)" – Tender No. **CDFD/AMC/2022-23/IND17730** due on **15-03-2023** at 2.30 p.m.
- The above two separate sealed covers, one containing the Part-I Technical Bid along with the EMD and the other containing, the Price Bid (Part-II) shall be kept together in another Cover which should also be sealed and super-scribed as above and addressed to the I/c-Stores & Purchase, Centre for DNA Fingerprinting and Diagnostics, Inner Ring Road, Uppal, Hyderabad-39.
 - The sealed cover duly super-scribed with Tender No. CDFD/AMC/2022-23/IND17730 due on 15-03-2023 at 3,00 p.m. containing Technical bid (Part-I) and Price Bid (Part-II) along with the relevant documents should be dropped in the Sealed Tender Box kept at the Purchase Section, Inner Ring Road, Uppal, Hyderabad-39 on or before 2.30 p.m. of 15-03-2023. The Tender document at any cost should not be handed over to any person.
6. CDFD does not bind itself to accept the lowest or any other tender and reserves the authority to reject any or all tenders without assigning any reason. All the tenders, in which any of the prescribed conditions are not fulfilled or incomplete, in any respect, are also liable to be rejected.
7. **Bidders sending their quotations through courier / postal services should ensure to send the same well in advance as CDFD does not take any responsibility for late receipt of quotes due to postal / courier delays.**
- The firms registered with MSME/MSEs should indicate the Udyog Aadhar Memorandum (UAM) Identification Number in their quotation failing which the exemption of EMD and other benefits as available will not be applicable.
8. CDFD does not bind itself to accept the lowest or any other tender and reserves the authority to reject any or all tenders without assigning any reason. All the tenders, in which any of the prescribed conditions are not fulfilled or incomplete, in any respect, are also liable to be rejected.
9. In order to clarify any doubts pertaining to this tender, a **Pre-bid meeting** will be held on **16-02-2022** from **10.30 am onwards** at Exhibition Hall, Ground Floor, Laboratory building, Uppal.
10. **Bidders sending their quotations through courier / postal services should ensure to send the same well in advance as CDFD does not take any responsibility for late receipt of quotes due to postal / courier delays.**
11. **Tenders submitted without EMD will be rejected.** Tenders received after due date and time will not be entertained. Institute is not responsible for any postal delay. CDFD does not take any responsibility for loss of Tender in transit sent by courier or any postal delays, Tenders received after the due date and time will be summarily rejected. Incomplete or conditional tenders are liable for rejection.
12. All the tenders, in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected.

हस्ताक्षर प्रभारी-भण्डारण एवं क्रय
Sd/-
I/C-Stores & Purchase