

## ICAR-CENTRAL INSTITUTE OF FISHERIES EDUCATION

(Deemed University)  
Panch Marg, Off. Yari Road, Versova Andheri (West)  
Mumbai - 400 061.

F. No. 32(16)/2025-26/Works

Date: 11.12.2025

### OPEN TENDER NOTICE

**Name of the work: Comprehensive Annual Maintenance Contract for Area 1000 EPABX and IP Office system installed at ICAR-CIFE, Old and New Campuses, Mumbai - regarding.**

The Director, ICAR - Central Institute of Fisheries Education (CIFE) Mumbai - 400 061 invites open tender in two bid system through CPP Portal for the work titled **Comprehensive Annual Maintenance Contract for Area 1000 EPABX and IP Office system installed at ICAR-CIFE, Old and New Campuses, Mumbai** from eligible and approved Govt. Registered Contractors.

### IMPORTANT INFORMATION & DATES FOR BIDDERS

Date for Issue/Publishing the Tender	From 11.12.2025 at 11.00 hrs.
Start Date of uploading the Tender	From 12.12.2025 at 09.00 hrs.
Last date for receiving the Tender	18.12.2025 at 12.00 hrs. (7 days from the date of Issue/Publish)
Date of opening of Tender	19.12.2025 at 14.00 hrs. (Next day of the last date of bid submission).
Date of completion of Work	One year from award of work.
Earnest Money Deposit (EMD)	Rs. 15,000/- (Rupees Fifteen Thousand Only) in the form of Demand Draft drawn in favour of "ICAR Unit CIFE Mumbai".
Original Demand Draft for EMD should be submitted to OIC (Works), ICAR-CIFE Mumbai before the bid/tender submission end of date and time.	

The Director, ICAR-CIFE, Mumbai reserves the right to accept or reject any or all tenders without assigning any reason(s) whatsoever. No correspondence shall be entertained in this regard.

## **INSTRUCTIONS TO BIDDERS, TERMS & CONDITIONS OF CONTRACT FOR EXECUTION OF WORKS**

1. The following list of documents are to be scanned and uploaded within the period of bid submission with the tender/bid failing which the tender shall be rejected out rightly:

- 1.1 Demand Draft of EMD. However, original D.D. of EMD should be submitted to OIC (W), ICAR-CIFE, Mumbai before the bid submission end date and time.
- 1.2 Valid Contractors License from PWD/CPWD
- 1.3 Valid GST Registration Certificate.
- 1.4 Proof regarding execution of two works of similar nature in any Govt. organization with satisfactory work completion certificates from the clients.
- 1.5 Technical bid.
- 1.6 Financial bid.

**Note: Technical bid and Financial bid are to be uploaded separately.**

2. The work shall be executed as per tender specifications.
3. Tender Documents accompanied by an Earnest Money Deposit (EMD) amounting to **Rs. 15,000/- (Rupees Fifteen Thousand Only)** should be paid in the form of crossed Demand Draft drawn in favour of **"ICAR Unit, CIFE, Mumbai"**.
4. The Contractors having Micro, Small and Medium Enterprises (MSME) registrations are exempted from paying EMD.
5. The rates shall remain valid for **90 days** from the date of opening of Tender.
6. EMD received after due date and time shall not be entertained.
7. The EMD of unsuccessful bidders will be returned to the bidders once the work order of the work is awarded to successful bidder (i.e. Lowest bidder).
8. **The successful bidder has to pay the Security Deposit in the form of Demand Draft / FDR / BG in favour of "ICAR Unit CIFE Mumbai" amounting to 10% of the quoted amount within 7 days after accepting the work order of the said work.** The security deposit will be released only after Twelve months from the date of successful completion of work.
9. **The defect liability period is 12 months from work completion date.** Any defect arising in the defect liability period is to be rectified by the contractor without any extra cost, failing which the same shall be done departmentally at the **"risk and cost"** of the contractor and the amount of expenditure shall be deducted from the security deposit.
10. The quoted rates should be inclusive of cost of material, carriages, whatsoever, storage, watch and ward, wastages, etc. The quoted rates shall not be increased under any circumstances.
11. TDS will be deducted at source from the bill as per rules.
12. The Institute will not supply any tools, equipment's, materials storage. The contractor has to make their own arrangement.
13. Financial bids of the only successful bidders (those who have qualified in Technical bids) will be opened.

14. The work shall start within **7 days** from the date of award of the work and complete within the stipulated time failing which a penalty as per the clauses contained in CPWD work Manual shall be imposed.
15. The EMD submitted by the bidder is liable to be forfeited by the institute, if the selected firm/bidder fail to commence the work within **Seven days** from the date of receipt of work order.
16. Works are to be executed strictly as per the specifications mentioned in the Tender Document failing which work shall be rejected.
17. The items to be used in the work must be approved by the Officer In-charge (Works)/ Engineer in-charge before using, failing which works shall be rejected.
18. The agency has to abide by all rules and regulations pertaining to labour act. The contractor has to take all necessary steps for the welfare measures of labours employed by him at the site.
19. The agency will be fully responsible for providing medical facilities to their laborers in case of any accident, etc. Matters related to labour welfare/problems should be dealt by the contractor only. ICAR-CIFE, Mumbai shall not be responsible in such matters.
20. The tenders/bidders in their own interest are instructed to visit the site for understanding the site conditions, nature of work, etc.
21. Quantity of Work awarded may be increased or decreased (upto a maximum of 25%) with the approval of Competent Authority.
22. The Director, ICAR-CIFE, Mumbai reserves the right to accept or reject any or all tenders without specifying any reason whatsoever. No correspondence shall be entertained in this regard. The decision of the Director, ICAR-CIFE, Mumbai shall be final and binding on all concerned in such matters.

Yours faithfully,

  
11/12/2025

(Sanyuja Parab)

Assistant Administrative Officer (Works)