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किराना सह जनरल स्टोर चलाने के लिए  
(फोटोकॉपी सुविधा के साथ)

**Expression of Interest  
for running A Grocery cum General Store  
(with photocopy facility)**

आईसीएआर- भारतीय कृषि जैव प्रौद्योगिकी संस्थान, रांची

**ICAR- Indian Institute of Agricultural Biotechnology, Ranchi**

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18/2/20

Indian Institute of Agricultural Biotechnology (ICAR-IIAB), Ranchi is in process of inviting bids from interested bidders to open Grocery cum general store along with Photocopy facility at ICAR-IIAB, Ranchi-834003 on the following terms and conditions.

### GENERAL INFORMATION

- Tenders are invited to establish Grocery cum general store along with Photocopy facility at ICAR-IIAB, Ranchi-834003.
- **Duly filled bid documents along with licensee fee quotation (as per attached annexure A and annexure B) should personally delivered or sent by registered post/speed post only so as to reach the Institute by 05.03.2025 till 5.00 P.M.**
- **Further, bid document and Licensee fee quotation must be put in separate sealed envelopes with proper mentioning i.e Annexure A and Annexure B on the top of the envelope respectively.**
- **Tender will be opened on 06.03.2025 at 4.00 P.M. in presence of a committee constituted by the Director IIAB.**
- Institute reserves the right to accept/reject any or all tender without assigning any reason thereof.
- Before submitting the tender, the service provider is advised to visit the Institute to apprise himself/herself regarding logistics and venue. He/she may meet hostel wardens/Administrative Officer for this purpose.
- The Grocery cum general store is a facility provided to the students and staff in addition to the regular student mess. The Grocery cum general store will be open on all days. Approximately 150 Students & Staffs are expected to utilize the facility.
- The Grocery cum general store is required to be run compulsory throughout the year and all working days as well as holidays with timings preferably from 5:00 PM to 8:00 PM
- The Director, ICAR-IIAB (i/c) reserves the right to amend or withdraw any of the terms and conditions mentioned in the tender document or to reject any or all the tenders without giving any notice or assigning any reason and not bound to accept the lowest tender. The decision of the Director, ICAR-IIAB (i/c), ICAR-IIAB, Ranchi in this regard shall be final and binding on all.

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## TERMS AND CONDITIONS ALONG WITH RESPONSIBILITIES OF VENDOR

The important terms and conditions are listed below:

1. Furniture for the Grocery cum general store will be arranged by the licensee. All the equipment required for the Stationery/Photocopy shop have to be arranged by the licensee itself. Maintenance of all the equipment being used by the vendor is solely his responsibility.
2. The contract shall be initially for a period of one year and may be extended for a further period at the discretion of competent authority.
3. A refundable security of Rs. 5000.00 shall be deposited by the Licensee with the Institute on or before the execution of the License Deed.
4. Minimum License Fee will be Rs. 500.00 per month or higher bid offered by the Licensee.
5. The minor work (maintenance) will be borne by the Grocery cum general store Licensee.
6. Monthly License Fee shall be deposited by the Licensee by the 5<sup>th</sup> of every of month in advance or quarterly within 10 days of start of the quarter.
7. Monthly electricity charges will be paid by Licensee as per unit given by submeter as per JBVNL to the institute. The charges would be deposited by the Licensee by 7<sup>th</sup> of every month (\*subject to change as rates applicable from time to time)
8. If the Licensee fails to pay the License Fee, and Electricity Charges in time or does not abide to terms and conditions of the License, the License will be terminated and it will be awarded to another party with 1-month notice. The pending charges will be deducted from security money.
9. The quality of stuff/material should be of good quality and brand. Full price list of items/services should be displayed on prominent places. Also, Prices should be reasonable.
10. The Licensee will be responsible to maintain proper cleanliness and hygiene in the premise of grocery cum general store.
11. It will be the sole responsibility of the Licensee to abide by the provisions of the following acts (if applicable) as to the workers engaged by him for performance of this contract.
  - a. Minimum Wages Act 1948.

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- b. Employee Provident Fund Act 1952
  - c. Employee State Insurance Act 1948
  - d. Contract Labour (Abolition & Regulation) Act 1970
  - e. Industrial Employment (standing orders) Act and rules 1946
  - f. Prohibition of Child Labour Act 1986
  - g. Payment of Bonus Act and Rules 1965
  - h. Workmen compensation Act 1923
12. The Director, ICAR-IIAB reserves the right to reject or accept any tender without assigning any reason whatsoever.
  13. The licensee will start his/her business within 15 days of contract given to him/her, failing which the license shall be treated as cancelled.
  14. The agency should ensure that all the employees are free from communicable diseases. If any worker is found medically unfit, he/she may not be given permission to continue his/her duties and contractor has to replace them immediately without fail.
  15. All expenses related to the functioning of the employees engaged by the agency shall be in the scope of the licensee.
  16. Liability/responsibility in case of any accident-causing injury/death to Grocery cum general store worker or any of his staff shall be of the Licensee. The Institute authorities shall not be responsible in any means in such cases.
  17. The successful bidder will have to make an agreement with ICAR-IIAB, Ranchi on terms and conditions of the contract, the cost of which will be borne by Licensee.
  18. The Licensee shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency.
  19. The Director, ICAR-IIAB, ICAR-IIAB, Ranchi reserves right to withdraw / relax any of the terms and conditions mentioned above so as to overcome the problem encountered by the Licensee.
  20. The Committee of the Institute will over all supervise the Grocery cum general store operations.
  21. The Lincesee is responsible for removal and disposal of waste / garbage from daily Grocery cum general store operation.

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20. The Committee of the Institute will over all supervise the Grocery cum general store operations.
21. The Licensee is responsible for removal and disposal of waste / garbage from daily Grocery cum general store operation.
22. The Licensee shall collect the charges from users and the Institute is not responsible for collection of any charges from users.
23. Ensure that all employees are well mannered and display courteous behaviour.
24. No accommodation, no changing/resting room, will be provided to the workmen/workwomen of the Licensee.
25. **No tobacco or alcoholic product or any other product/item/services which is injurious to health and wellbeing of the people or environment will be allowed for selling. In case of violation, the contract will be cancelled and security money will be forfeited.**
26. No civil work or structural modification will be allowed without prior permission of Director, ICAR-IIAB.
27. Use of allotted space as residence will not be allowed.
28. The Licensee will be responsible for the securities of the items/equipment's of the grocery cum general store.
29. Prices of goods/articles/services should be reasonable and not greater than MRP in case of packaged items.

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## PENALTIES FOR VIOLATION OF RULES, TERMS AND CONDITIONS

The vendor will be fined in case of violation of the following rules:

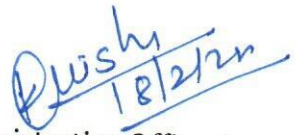
1. Any complaint about selling any banned product/service or selling of tobacco/alcohol or any other product/service which is injurious to health will attract a minimum penalty of Rs. 500/ per incidence.
2. For any rule stated in the agreement first violation of the rule implies fine as per the rule. Second and subsequent violations of the same rule on a different day of the previous fine will attract triple the initial amount of fine on the contractor.
3. The final decision of fines being imposed lies with the Director, ICAR-IIAB.
4. The Licensee has to pay the fine imposed to Institute within 15 days of the fine imposed date.

### Selection Procedure:

1. The higher bid among the shortlisted vendors will be awarded the contract.

### **TERMINATION:**

Both party can terminate contract period by submitting one-month prior notice along with fulfilment of all the terms and conditions of tender document.

  
(Administrative Officer)  
ICAR-IIAB Ranchi

कृष्ण कान्त शर्मा / KRISHN KANT SHARMA  
प्रशासनिक अधिकारी / Administrative Officer  
भाकृअनुप-भारतीय कृषि जैवप्रौद्योगिकी संस्थान  
ICAR- Indian Institute of Agricultural Biotechnology  
राँची / Ranchi - 834003

**ANNEXURE A**

**ICAR-Indian Institute of Agricultural Biotechnology**

**PROFORMA TO BE SUBMITTED BY AGENCY WHILE SUBMITTING  
SEALED TENDER FOR OPERATING THE GROCERY CUM  
GENERAL STORE AT ICAR-IIAB, Ranchi**

1.	Name of the organization/Individual	
2.	Address of the organization/Individual	
3.	Registration No. / Aadhaar No. (attach copy)	
4.	Contact Details	
	▪ Land Line	
	▪ Mobile	
	▪ Email	
5.	Mention	
	▪ PAN No.	
	▪ TAN No. (if any)	
	▪ GST No. (if any)	
	▪ Registration Details with the Govt. Bodies (if any)	

**NOTE: Attach all relevant documents in support of above form along with passport size photograph in case of individual bidder.**

**ANNEXURE B**

**Quotation for License Fee to be paid to the ICAR-IIAB**

<b>License Fee to be paid to the ICAR-IIAB, Ranchi Per Month</b>	
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**Declaration**

I declare that the information given above is true and correct to the best of my knowledge & belief and nothing has been concealed thereof.

SIGNATURE :

NAME :

FIRM NAME :

DATE :