



**ICAR – NATIONAL INSTITUTE OF AGRICULTURAL ECONOMICS & POLICY
RESEARCH (NIAP)**

DEV PRAKASH SHASTRI MARG, PUSA, NEW DELHI – 110 012

TENDER DOCUMENT

**INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS AND
CONDITIONS GOVERNING PREPARATION & ISO 9001: 2015 CERTIFICATION OF ICAR
- NATIONAL INSTITUTE OF AGRICULTURAL ECONOMICS & POLICY RESEARCH, DEV
PRAKASH SHASTRI MARG, PUSA, NEW DELHI – 110 012**

Contact Details

ICAR – NATIONAL INSTITUTE OF AGRICULTURAL ECONOMICS & POLICY RESEARCH (NIAP)

DEV PRAKASH SHASTRI MARG, PUSA, NEW DELHI – 110 012

Tel...011-25848731, 25847628 Fax: 011-25842684

Website.... www.ncap.res.in



**ICAR-NATIONAL INSTITUTE OF AGRICULTURAL ECONOMICS & POLICY RESEARCH (NIAP)
DEV PRAKASH SHASTRI MARG, PUSA, NEW DELHI – 110 012**

File No. 30(5)/2012-ISO9001 Certification/ NIAP

Date: 06.12.2017

Tender Notice

INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS GOVERNING PREPARATION & CERTIFICATION OF ICAR - NATIONAL INSTITUTE OF AGRICULTURAL ECONOMICS & POLICY RESEARCH, DEV PRAKASH SHASTRI MARG, PUSA, NEW DELHI – 110 012 UNDER ISO 9001: 2015

Director, ICAR-National Institute of Agricultural Economics & Policy, New Delhi invites **online** OPEN TENDER IN TWO BIDS (TECHNICAL AND FINANCIAL) through e-tendering process from the interested ISO 9001:2015 consultants and service providers for preparing the Institute for ISO 9001: 2015 certification and thereafter award of ISO 9001:2015 Certification. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tender forms and its schedules.

Tender from the interested bidders for participation in a bid process for selection of consultants/agency for obtaining ISO 9001: 2015 certification for the ICAR-NIAP is invited. Schedule for inviting tender is as under:

CRITICAL DATA SHEET

DESCRIPTION OF WORK	GOVERNING PREPARATION & ISSUE OF ISO 9001: 2015 CERTIFICATION OF ICAR - NATIONAL INSTITUTE OF AGRICULTURAL ECONOMICS & POLICY RESEARCH, DEV PRAKASH SHASTRI MARG, PUSA, NEW DELHI – 110 012 UNDER ISO 9001: 2015
TYPE OF TENDER	Two Bid System (Technical & Financial)
DATE & TIME OF PUBLISHING	1100 Hrs on 08.12.2017
PRE BID MEETING	1030 Hrs on 14.12.2017
BID SUBMISSION START DATE AND TIME	1000 Hrs on 23.12.2017
BID SUBMISSION END DATE AND TIME	1700 Hrs on 01.01.2018
DATE AND TIME OF OPENING OF TENDERS (TECHNICAL BID)	1100 Hrs on 03.01.2018

DATE AND TIME OF OPENING OF TENDERS (FINANCIAL BID)	To be notified later only to those firms which qualify in the technical bid process.
OPENING OF BIDS	ICAR – National Institute Of Agricultural Economics & Policy Research (NIAP), Dev Prakash Shastri Marg, Pusa, New Delhi – 110 012
BID VALIDITY	120 days from the date of Technical Bid opening
EMD	Rs. 5,000/- (Rupees Five Thousand Only) in the form of Demand Draft/Bankers Cheque in favor of The Director, NIAP, New Delhi, payable at New Delhi to be sent to ICAR-NIAP, Dev Prakash Shastri Marg, Pusa, New Delhi by post along with all hard copies.
EMD VALIDITY	90 days after the publication of the tender advertisement
SECURITY DEPOSIT (SD)/PERFORMANCE BOND (PB)	10% of the Price quoted in Financial Bid in form of /Bank guarantee /FDR in favour of <u>Director, NIAP, New Delhi</u>
VALIDITY OF SD/PB	At least 3 months more than the period of contract (Exact period to be mentioned in award letter)
SUBMISSION OF BIDS	Online bids (Technical & Financial) uploaded on CPP Portal (www.eprocure.gov.in/eprocure/app) from 1000 Hrs on 23.12.2017 to 1700 Hrs on 01.01.2018. EMD to be submitted in acceptable form to ICAR – NATIONAL INSTITUTE OF AGRICULTURAL ECONOMICS & POLICY RESEARCH (NIAP), DEV PRAKASH SHASTRI MARG, PUSA, NEW DELHI – 110 012 before the Financial Bid opening date. Scanned copy of the EMD document(s) is to be uploaded on alongwith Technical Bid on the CPP Portal.
DETAILS OF TENDER	Tender Documents and Notice is also available on ICAR-NIAP website www.ncap.res.in and www.eprocure.gov.in/eprocure/app .

ADMINISTRATIVE OFFICER
ICAR – NATIONAL INSTITUTE OF AGRICULTURAL ECONOMICS & POLICY RESEARCH (NIAP)
DEV PRAKASH SHASTRI MARG, PUSA, NEW DELHI – 110 012
Tel...011- 25848731, 25847628 Fax: 011-25842684
Website.... www.ncap.res.in

ANNEXURE – I

Terms & Conditions

1. Online Bids are hereby invited on behalf of the Director, ICAR-National Institute of Agricultural Economics & Policy Research for the description mentioned above. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tender's forms and its schedules. The entire tender document including all Annexures, except the Financial Bid, will be part of the Technical Bid which also must contain the scanned copy of EMD and all other requisite documents called for in the tender. Both bids (technical and financial) are to be uploaded on CPP Portal (www.eprocure.gov.in). Original EMD must be submitted in the office of ICAR-NIAP on the above mentioned address before the financial bid opening date, failing which the Tenders will not be opened and may be rejected. **Please submit your Technical and Financial Bids online.**
2. An earnest money of Rs.5,000/- (Rupees Five Thousand only) must be deposited in the form of demand draft/pay order payable to Director, NIAP at New Delhi. The agencies which are exempted from submission of EMD, should enclose a valid exemption certificate to this effect. The Earnest Money/ Exemption Certificate must reach this office before the financial bid opening date. The Tenders will not be considered if earnest money/exemption certificate is not deposited with the Tenders. The EMD shall be refunded to unsuccessful firm without paying any interest by the ICAR- NIAP, New Delhi. Scanned copy of the EMD is to be uploaded online on the procurement portal.
3. ICAR-NIAP, New Delhi reserves the right to withdraw this Tender at any point of time if it determines that such action is in the best interest of the ICAR / Government of India.
4. The firm is being permitted to e-tender in consideration of the stipulations on its part that after submitting tender, it will not withdraw from offer or modify the terms and conditions thereof. If the firm fails to observe and comply with the foregoing stipulation, the aforesaid amount of EMD will be forfeited by the Institute. In the event of the offer made by the firm not being accepted, the amount of earnest money deposited by the firm will be refunded after the firm has applied for the same, in the manner prescribed by the ICAR-NIAP, New Delhi.
5. The tender document is available at ICAR-NIAP website www.ncap.res.in and www.eprocure.gov.in.
6. The Director, ICAR-NIAP may at his discretion, extend the dates mentioned above and such extension shall be binding to all tenderers. 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 Institute reserves the right to accept or reject any or all the tenders.
7. The firm will be responsible for checking ICAR-NIAP website www.ncap.res.in and www.eprocure.gov.in for any corrigendum issued by this Institute with respect to this tender.
8. The bidders are expected to examine all instructions, forms, terms, project requirements and other details in the tender document. Failure to furnish complete information as mentioned in the tender documents or submission of proposal not substantially responsive to the tender documents in every respect will be at the bidder's risk and may result in rejection of the proposal.
9. The Institute in exceptional circumstances and at its discretion can extend the deadline for submission of proposals by issuing an addendum to be made available on website in which case all rights and obligations of the Institute and the bidders previously subject to the original deadline with thereafter the subject to the deadline as extended.

10. The schedules of the tender form should be returned intact and the pages should not be detached. In the event of the space provided on the schedule/ annexure form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in the tender form. **Bids should be submitted online only and should not be submitted to ICAR-NIAP, New Delhi in printed form.**
11. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules/annexure to the tenders are not fully filled in. Individual signing the tenders or the other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must be authority to refer the arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney, or (iii) constituted attorney of the firm if it is a company.
12. If tenderer does not accept the offer, after issue of letter of award by institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money be forfeited.
13. Online Bids (Technical & Financial) uploaded on CPP Portal (www.eprocure.gov.in/eprocure/app) from 1000 Hrs on 23.12.2017 to 1700 Hrs on 01.01.2018. EMD to be submitted in acceptable form to ICAR – National Institute Of Agricultural Economics & Policy Research (NIAP), Dev Prakash Shastri Marg, Pusa, New Delhi – 110 012 before the financial bid opening date, failing which the Tenders will not be opened and may be rejected.
14. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. The name and address of the representative who would be attending the opening of the tenders on tenderer's behalf should be indicated in the tender. Name and address of permanent representative, of the tenderer if any, may also be indicated.
15. The institute is not bound to accept the lowest or any other tenders and reserve to itself the right of accepting the tenders in whole or in part.
16. **An amount of 10% of the awarded contract value as security deposit** for the contract is to be deposited by the selected agency/ successful tenderer only after receiving a communication from the Institute. In the event of non-deposition of the same, the earnest money will be forfeited.
17. No interest on security deposit and earnest money deposit shall be paid by the institute to the tenderer.
18. The Director, ICAR – National Institute of Agricultural Economics & Policy Research, New Delhi reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.
19. The decision of Director, ICAR – National Institute of Agricultural Economics & Policy Research, New Delhi shall be final for any aspect of the contract and binding on all parties. Disputes arising, if any on the contract will be settled at his/ her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, ICAR – National Institute of Agricultural Economics & Policy Research, New Delhi. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
20. Acceptance by the Institute will be communicated by FAX/ e mail/Speed Post or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/Telegram/Express letter etc. should be acted upon immediately.

21. **Only those firms will be considered for financial bid who will qualify in the technical bid.**
22. No oral conversations or agreements with any official, agent, or employee of ICAR-NIAP, New Delhi shall affect or modify any terms of this Tender and any alleged oral agreement or arrangement made by a bidder with any department, agency, official or employee of ICAR-NIAP, New Delhi shall be superseded by the definitive agreement that results from this Tender process. Oral communications by ICAR-NIAP, New Delhi to bidders shall not be considered binding on ICAR-NIAP, New Delhi, nor shall any written materials provided by any person other than ICAR-NIAP, New Delhi.
23. Neither the bidder nor any of the bidder's representatives shall have any claim whatsoever against ICAR-NIAP, New Delhi or any of their respective officials, agents, or employees arising out of, or relating to this Tender or these procedures (other than those arising under a definitive service agreement with the bidder in accordance with the terms thereof).
24. Applicants who are found to canvass, influence or attempt to influence in any manner the qualification or selection process, including without limitation, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage.
25. GST or any other taxes applicable or made applicable after awarding the contract in respect of this contract shall be payable by the Consultant and ICAR-NIAP, New Delhi will not entertain any claim whatsoever in this respect. However any taxes as per the rules of the Govt., shall be deducted at source from bills of the successful tenderer as per rules/instructions made applicable from time to time by Government.
26. Successful tenderer will have to enter into a detailed contract agreement with ICAR-NIAP, New Delhi on non-judicial stamp paper of Rs. 100/- (Rupees one hundred only) for the work.
27. Interested consultant should submit both technical and financial proposals in two parts namely.
 - i) Technical
 - ii) Financial

The technical and financial proposal must be submitted online on the e-procurement portal (www.eprocure.gov.in). The envelopes containing the Tender Fees and the EMD shall bear the title of the assignment "Tender Fees and EMD for Engagement of Consultant for ISO 9001:2015 Certification for ICAR-NIAP, New Delhi".

Note: Both (Tender Fee & EMD) envelopes should be placed in another sealed envelope and addressed to: "The Director, ICAR – National Institute of Agricultural Economics & Policy Research, DPS Marg, Pusa, New Delhi – 110 012". This envelope having EMD should reach on or before last date and time of bid.

TECHNICAL PROPOSAL/ BID CONTENT

Technical Proposal/BID should be prepared considering the Terms of Reference, Approach, Activity Schedule & Deliverables, Time period and any other information to highlight the capability of the consultant for obtaining ISO 9001: 2015 Certification for the ICAR-NIAP, New Delhi.

Technical Proposal must include:

- i. Brief description about the Consultant / firm
- ii. Consultant's experience: In addition to overall experience of the consultant, details of specific consultancy projects/ studies undertaken may be provided including Assignment / Project name,

description of services provided, appx. Value of assignment, country & location, duration of assignment, name of client, email and contact details of client, starting & completion dates, names of associates (other than employees), if any. Consultancy experience of helping government departments/PSUs/ large public limited organizations obtain ISO 9001: 2015 may be specifically mentioned.

- iii. Work Plan and Schedule
- iv. Registration number and Copy of GST registration certificate
- v. It is desirable that Consultant should have executed minimum 5 five ISO 9001 projects in the government/ PSU sector/ large public limited organizations. Documentary proof in terms of copy of work award and completion certificates of similar work should be included.
- vi. Consultant should have a minimum of 5 years of professional experience in obtaining ISO 9001:2008/9001:2015/both Certification for the Govt. Office / Company / PSU.
- vii. The team members of the Consultant who will be doing certification work at ICAR-NIAP should be qualified lead assessors. Certificate in this regard should be attached.
- viii. Signed copy of Annexure V.
- ix. EMD of Rs. 5000/- in form of DD in favor of **Director, NIAP, New Delhi payable at New Delhi** or Copy of exemption certificate for EMD if applicable.
- x. Undertaking on firm/ agency/ company's letter head that the firm has not been blacklisted/ debarred from providing Consultancy services by any Govt. Department/undertaking. Please enclose certificate as per format given below:

“It is certified that our firm M/S _____ has not been blacklisted/debarred from providing Consultancy services by any of the Central/State Government Departments/ Universities/ Government Undertaking /PSU etc. It is further certified that this statement is true and based on facts. If it is found false at any stage, I/we shall be liable/ responsible for the same and action as deemed fit may be taken against me/our agency.”

The technical proposal will be evaluated as per the following criteria.

S.No	Description	Break up of marks
A	Bid confirms to scope of tender items (Bids not including entire scope of work will not be evaluated further)	Yes/No
1	Past Experience in work of similar nature (government/ PSU sector/ large public limited organizations)	50 Marks
1.1	Past experience of similar nature in terms of no. of Assignment (facilitation in ISO Implementation project) <ul style="list-style-type: none"> • Number of assignment: 5 to 10 (40 Marks) • Number of assignment: 11 and above (50 Marks) Marks will be awarded based on work order and successful completion of assignments of similar nature, enclosed along with the Technical proposal	
2	Skill & Competencies	40 Marks
2.1	Team Leader Professional Experience <ul style="list-style-type: none"> • Between 7 and 15 years (15 Marks) • Above 15 years (20 marks) 	

2.2	Team leader qualification <ul style="list-style-type: none"> • Graduation and qualification of lead assessor (15 Marks) • Post-Graduation/Engineering qualification and qualified lead assessor (20 Marks) 	
3	Team size	10 Marks
3.1	Team size including team leader Up to 4 (5 Marks) More than 4 (10 Marks)	
Total		100 Marks

FINANCIAL PROPOSAL CONTENT (As per BOQ uploaded on CPP Portal)

- i. Financial proposal (In Indian Rupees) should be in the form of a lump sum amount inclusive of all taxes for the entire scope of services.
 - ii. The lump sum quote shall include providing consultancy to the Institute (Work specifications as per Annexure III) and all the expenditure incurred for getting ISO 9001: 2015 Certification.
 - iii. The lump sum quote should be inclusive of all expense which the consultant may incur while executing the assignment including Travel, Boarding & Lodging and any other expenditure likely to be incurred.
 - iv. The lump sum quote should be inclusive of all applicable taxes.
28. Merely quoting of lowest rates does not mean that order shall be given to that firm. The competent authority will finally decide on the basis of quality & performance of past assignments.
29. Rates once finalized will not be enhanced/ reduced during the currency of the contract.
30. In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded, for whatsoever reason(s), to honor the contract, the earnest money/performance security deposited would be forfeited.
31. The Director, NIAP reserves the right to cancel the contract at any time during the currency period of the contract without giving any reason.
32. **PAYMENT** - 80% of the contract price on award of ISO 9001: 2015 certificate to the Institute; 10% on completion of first Surveillance Audit (i.e. after one year of award of certificate); 10% on completion of Second Surveillance Audit (i.e. after two year of award of certificate) supported by satisfactory report from the competent authority. All payments will be done through RTGS/NEFT only.
33. **Liquidated Damage clause:** It would be realized @ 0.5% (half per cent) of the base price (excluding taxes) of the delay in completion of work for each week of delay.

‘Terms & conditions are acceptable’

Dated:

(Authorized signatory of the firm)

Annexure – II

Name of the Firm _____

Registered / Postal Address _____

1.	Permanent Account Number (PAN)	
2.	GST Registration No.	
3.	Bank Details:	
	Bank Name	
	Branch name	
	Account No.	
	Type of Account (Current/ Savings)	
	MICR No.	
	IFSC Code	

Date:.....

Name of the Authorized Signatory

Place:.....

Stamp & Signature

Annexure – III

Specifications of the Work

This tender has been called for preparing the Institute for ISO 9001: 2015 Certification and thereafter award of ISO 9001: 2015 certification by preparing all the documents, activities etc. which are required for the ISO 9001: 2015 Certification. The Consultant hired will be required to perform the following tasks:

1. Assist ICAR-NIAP, New Delhi to form the Steering Committee and ISO Project team who will be responsible for implementing ISO 9001:2015 requirements.
2. To determine the scope of ISO 9001: 2015 implementation, and finalize the same through discussion with the Steering committee. The consultant should define such a scope for which ISO 9001: 2015 requirements may be implemented within a time period of three months.
3. To perform gap analysis of the existing documentation of the department against the requirement of ISO 9001:2015 and produce a gap analysis report. Thereafter, removal of such gaps in the documentation.
4. Preparation of Process Documents, QMS Manual, Procedures and any other documents required under the ISO 9001: 2015 standards.
5. To plan together with the ISO project team of the department on the ways to address the gaps and to develop the necessary documentation for ISO 9001:2015 certification.
6. To develop all mandatory procedures as required in ISO 9001:2015 and implementation of the same.
7. To develop customized training course material in soft copy for conduct of all necessary trainings
8. To conduct required trainings that will include (i) top/ senior management briefing (ii) planning , documentation and implementation workshop for ISO project team of the Institute, (iii) Training for Identified Internal Auditors and ,(iii) awareness programeme for all employees.
9. To advise the ISO steering committee on change management and the success factors to support effective implementation of ISO 9001:2015.
10. To conduct Internal Audits along-with Internal Auditors in conducting required numbers of internal audits.
11. Evaluation of implemented ISO 9001:2015 quality management system through Internal audits including closure actions.
12. Preparation and review of final documents prior to certification.
13. Conduct of required management reviews prior to certification.
14. Taking the necessary corrective actions on identified non - conformities and final review of documents.

15. To identify and finalize the name of certifying agency for award of ISO 9001:2015 Certification.
16. To prepare and submit the application for certification on behalf of ICAR-NIAP.
17. To co-ordinate during final certification of the department and ensure department is certified by the selected certification body.
18. Post certification assistance for closing certification audit non-conformities (if any).
19. Any other task to ensure the award of ISO 9001: 2015 certifications to the department.
20. Submit weekly report regarding progress of the work to top management of the Department.
21. To provide technical support to the Institute for a period of validity of the ISO 9001: 2015 certificate.
22. Financial bid should be inclusive of all work associated activities related to certification of ISO-9001 : 2015.
23. Any other work/ documentation related to ISO 9001: 2015 Certification as desired by the Institute.

ANNEXURE – IV

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

Date:

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: _____ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too has(ve) also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I/ We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract , without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

ANNEXURE – V
(to be uploaded online)
TECHNICAL BID

1. Name of the Firm : _____
2. Full Address : _____

S.No.	Particulars	Page No.
1.	Brief description about the Consultant/ Firm	
2.	Copy of work award and completion certificates of similar work.	
3.	Consultant's experience: In addition to overall experience of the consultant, details of specific consultancy projects/ studies undertaken may be provided including Assignment / Project name, description of services provided, appx. Value of assignment, country & location, duration of assignment, name of client, email and contact details of client, starting & completion dates, names of associates (other than employees), if any. Consultancy experience of helping government departments/PSUs/ large public limited organizations obtain ISO 9001: 2015 may be specifically mentioned.	
4.	Qualification and professional experience: Detailed Resume of the Team leader and team members of the consultant (with copies of certificates to support qualification and experience)	
5.	Team size	
6.	Approach and Methodology	
7.	Registration number and Copy of GST registration certificate	
8.	Work Plan and Schedule	
9.	EMD of RS 5000/- in form of DD in favor of <u>Director, NIAP, New Delhi</u> <u>pavable at New Delhi</u> or Copy of exemption certificate for EMD if	
10.	Undertaking on firm / agency / company's letter head that the firm has not been blacklisted/ debarred from providing Consultancy services by any Govt. Department/undertaking.	

I/We agree to forfeit of the earnest money and Security deposits if I/We fail to comply with any of the terms and conditions in whole or in part lay down in the Tender form. I/We have carefully read the terms and conditions of the Tender and are agreed to abide by these in letter and spirit. I/ We hereby undertake that we shall make good the loss / damage to ICAR-NIAP, New Delhi property, if caused due to negligence on our part. I/we also agree that the decision of the Director, ICAR-NIAP, New Delhi in this regard as well as the matter of dispute arising due to the provision of this contract shall be final and binding on me/ us. I/We undertake not to make any representation against the decision of the Director, ICAR-NIAP, New Delhi.

Place :

Signature:

Date :

Name of the Signatory:

Name & Address of the Firm with Seal:

Telephone No.

Mobile No.