NOTICE INVITING E-TENDER

Tenders are invited from reputed service provider / firms etc. for “Annual Contract for Outdoor House Keeping and Upkeeping activities / services at under Institute of Forest Productivity, Lalgutwa, NH-23 Ranchi Gumla Road, Ranchi - 835303 (Jharkhand) Ranchi, through the E-wizard Portal for E-procurement at the URL https://moefcc.euniwizard.com.

The tender documents may be downloaded from the E-wizard Procurement Portal site https://moefcc.euniwizard.com and NIT of the tender will be available at institute web site http://icfre.gov.in (for reference only) as per the schedule as given in CRITICAL DATE SHEET as under. No hard copy of the tender document will be provided from the institute.

**CRITICAL DATE SHEET**

<table>
<thead>
<tr>
<th>Published Date</th>
<th>28th June 2018 (11.30 AM)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request Bid Document From Date and Time</td>
<td>28th June 2018 (12.30 PM)</td>
</tr>
<tr>
<td>Request Bid Document Till Date and Time</td>
<td>21st July 2018 (04.30 PM)</td>
</tr>
<tr>
<td>Bid Closing Date and Time</td>
<td>21st July 2018 (05.00 PM)</td>
</tr>
<tr>
<td>Bid Opening Date and Time</td>
<td>25th July 2018 (11.00 AM)</td>
</tr>
</tbody>
</table>

Only bidders registered on E-wizard Portal i.e. https://moefcc.euniwizard.com can participate in online bidding process. Hence, the prospective bidders should ensure their registration on the E-wizard Portal. For further reference, bidders can check “Bidders Manual Kit” available in Downloads link at https://moefcc.euniwizard.com

**Name of Tender** : Services/IFP-Ranchi

**Tender No.** : 01/2018-19

**Ref. No.** : No. EST-III-88/2011-12

**E-Tender Processing Fee**: Rs. 3540/- (including 18% GST)

**Tender Fee** : Rs. 590.00 (including 18% GST)

**EMD** : Rs. 15,000.00

**Address of Office** : Institute of Forest Productivity, P O - Lalgutwa, NH-23 Ranchi Gumla Road, Ranchi - 835303, Jharkhand.

**Contact person detail** : Estate Officer, IFP, Lalgutwa, Ranchi - 835303. Email - mishrasn@icfre.org

E-Tender Processing Fee - Rs.3540/- (including 18% GST) payable to “ITI LTD” New Delhi through e-payment gateway.

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Tender Fee, EMD etc. in the form of DD in favour of Director, Institute of Forest Productivity, Ranchi payable at Ranchi must be delivered to the Director, Institute of Forest Productivity, P O - Lalgutwa, NH-23 Ranchi Gumla Road, Ranchi - 835303, Jharkhand on or before bid opening date/time as mentioned in critical date sheet (25th July 2018, 11.00 AM).

Duly filled and signed tender document complete in all respect may be uploaded on the E-wizard Portal latest by 21st July 2018 (05.00 PM) as per the critical datasheet along with all the documents mentioned in the tender form. Tenders submitted in the hard copy will not be accepted. Only original hard copy of Tender Fee and EMD will be accepted. Procurement Officer, IFP, Lalgutwa, Ranchi may be contacted for any further clarifications.

**Registration with M/s ITI Ltd. Portal (https://moefcc.euniwizard.com)**

Registration with M/s ITI Ltd: - Intending bidders are requested to register themselves with M/s ITI Ltd (if not registered earlier) through https://iim.euniwizard.com for obtaining user-id, by paying a registration fee (2000 + GST), online tender processing fee etc. Bidders are also required to obtain Digital Signature for participating in the e-tender.

E-Tender Processing Fee - Rs.3540/- (including 18% GST) payable to “ITI LTD” New Delhi through e-payment gateway.

For participating in the e-Tendering process, the contractor shall have to get them registered on the site https://moefcc.euniwizard.com by making required payment through only online payment mode so that they will get user ID and Password. This will enable them to access the website, https://moefcc.euniwizard.com with the help of Digital Signature by which they can participate in the e-Tender. For this intending bidder may contact following e-Wizard Helpdesk numbers.

1. **E-Wizard Helpdesk**
   1st floor, M-23, Road No. - 25,
   Near SBI Sri Krishna Nagar, Patna-800001.
   Phone No.: 0612-2520545 or 9504661237, 9835871522, 9852764810, 9504486212

2. **E-Wizard Helpdesk**
   A-41 Himalaya House 23, K G Marg
   New Delhi -110001, Phone No. 011-49606060

The intending bidder must have valid Class-III (Signing + Encryption) Digital Signature to submit the bid online. For this intending bidders may contact above mentioned helpdesk numbers.

(Dr. N Kulkarni)
Director