



Sher-e-Kashmir University of Agricultural Sciences & Technology of Kashmir (SKUAST-K)

Request for Proposals

for

Materials Required for outreach event

(Outreach events Yearly basis under JKCIP)

IFAD Loan No. 2000005021 · Financing Agreement signed 18 June 2024 · Project completion 30 June 2031

Procurement Method:

National Competitive Bidding (NCB)

Procurement Review Status: POST-REVIEW under IFAD threshold matrix

Ref No: E-NIT- 04 of 2026 - JKCIP

Issue date: 14.09.2026

Tender Information Summary

Field	Particulars
Tender Title	<i>Outreach events Yearly basis</i>
Reference No.	JKCIP/SKUAST-K/2026-2027/225-233
Funding Agency	International Fund for Agricultural Development (IFAD) — Loan No. 2000005021
Borrower	Republic of India
Purchaser	SKUAST-K
Procurement Method	National Competitive Bidding (NCB) for Goods and Related Non-Consulting Services, per IFAD Procurement Handbook (December 2020). Award to the Lowest Evaluated Substantially Responsive Bid (LESRB). Substantial Responsiveness requires: (i) Pass/Fail eligibility and qualification compliance per ITC §2 and Section III; (ii) Technical Specification compliance per Section V (Form B-7 — Statement of Compliance); and (Section V.4). Bids failing any of (i)-(iii) shall be declared non-responsive and rejected without further evaluation. Financial bid of only technically qualified bidders is opened. L-1 offer out of the technically qualified bidders is selected for award of contract.
Contract Type	Single Firm Scope Contract - Supplier Contract under NCB Goods for 03 events under JKCIP project for the FY 2026-27.
Sanctioned Quantity	03 outreach events as per JKCIP AWPB for the FY 2026-2027
Per-Event Indicative Rate (per AWPB 2026-27)	INR 1,00,000 per event — Bidder to quote firm per-event rate in Form B-2
Estimated Contract Value	INR 03 lacs (03 events × INR 1,00,000 per Event, per AWPB 2026-27. Actual Contract Price determined by the Lowest Evaluated Substantially Responsive Bid under NCB procedures
Procurement Review Status	POST-REVIEW under IFAD threshold matrix — NCB Goods post review.
Bid Security (EMD)	INR 6,000 (Rupees six Thousand only) — 2% of estimated contract value (₹5 lacs), in the form of CDR / FDR / Bank Guarantee pledged in favor of the Assistant Comptroller, Directorate of Research, SKUAST-K
Contract Duration	Up to 02 (Two) months from Contract signing
Issued by	Nodal Officer, JKCIP, SKUAST-K
Office Address	Shalimar, Srinagar, Kashmir
Performance Security	5% of Contract Price, BG valid for the contract period plus 60 days

Critical Dates

Milestone	Date
Publication on jktenders.gov.in	14.09.2026
Date of start of downloading	14.09.2026
Pre-Bid Clarifications (if any)	21.09.2026
Bid submission start Date	21.09.2026
Deadline for Submission of Bids	13.10.2026 (06.55 PM)
Opening of Bids	14.10.2026 (01.00 PM)
Notification of Award (NOITA)	16.10.2026
Contract Commencement	Aug. 2026 (per phasing schedule)
Bid Validity	90 days from Bid Submission Deadline

Foreword

This Bidding Document has been prepared by the JKIP, SKUAST-K and is based on the 1st edition (December 2020) of the IFAD Standard Procurement Document — Request for Bids, NCB Goods, available at www.ifad.org/project-procurement, applied by analogy to Goods and Related Non-Consulting Services. Event organization falls within the category of non-consulting services under the IFAD Procurement Handbook; the NCB Goods SPD is used by analogy as no separate non-consulting services SPD is currently issued by IFAD.

Under this Bidding Document, the Purchaser invites Bids from eligible Bidders for the organization of 03 Outreach events on yearly basis over FY 2026-27. The Contract shall be awarded to the Lowest Evaluated Substantially Responsive Bid evaluation based selected bidder who satisfies the Pass/Fail post-qualification (Eligibility / Pre-Qualification) criteria.

The base contract value (INR 03 lacs) is below the IFAD NCB Goods prior-review threshold of USD 300,000 (≈ INR 2.87 crore). The contract qualifies as POST-REVIEW at base value; no IFAD per-stage No-Objection is required at Bid Document issue, Bid Evaluation Report, or NOITA. Note: if variation in execution takes the total contract value above ₹2.87 crore (variation > ~+6%), prior IFAD No-Objection shall be obtained before exercising such variation.

Project procurement is governed by the IFAD Project Procurement Handbook (latest edition) read with the Financing Agreement (Loan No. 2000005021) signed between the Republic of India and IFAD on 18 June 2024.

IFAD does not guarantee the completeness, accuracy or translation of this document.

Section I — Invitation for Bids (IFB)

Country: India · Project: JKCIP

IFAD Loan No. 2000005021 ·

Reference: JKCIP/SKUAST-K/2026-2027/225-233

1.1 The Republic of India has received financing from IFAD towards the cost of JKCIP, and intends to apply part of the proceeds for the procurement of the goods and related non-consulting services described in Section V (Schedule of Requirements).

1.2 The SKUAST-K, JKCIP (the “Purchaser”) now invites sealed Bids from eligible Bidders for 03 **OUT REACH EVENTS ON YEARLY BASIS** UNDER JKCIP across FY 2026-27 — covering 03 designated locations of Kashmir.

1.3 Bidding shall be conducted through National Competitive Bidding (NCB) procedures specified in the IFAD Project Procurement Handbook. The Contract is a single firm-scope contract. Award shall be to the Lowest Evaluated Substantially Responsive Bid (LESRB) — i.e. the Bid with the lowest evaluated Bid Price among Bids that (i) satisfy the Pass/Fail post-qualification and eligibility criteria. Only those bidders who meet and qualify the prescribed pre-qualification criteria and comply substantially with the requirements of the bidding document shall be considered responsive. Bidders failing to meet any mandatory pre-qualification or qualification requirement shall be declared non-responsive and shall not be considered for further evaluation. Only the financial bids of substantially responsive and qualified bidders shall be opened and evaluated, and the bidder offering the **lowest evaluated responsive bid price (L1)** shall be considered for award of the contract, subject to fulfillment of all other terms and conditions of the bidding document.

1.4 Interested eligible Bidders may obtain further information from the JKCIP SKUAST-K and inspect the Bidding Document at the address in the BDS during office hours or download it from JK Tenders portal.

1.5 Bids must be submitted online on JK Tenders portal before **13.10.2026 (06.55 PM)**. Late Bids will be rejected.

1.6 All Bids must be accompanied by a Bid Security of INR 9,000 (CDR/FDR/BG) pledged in favour of the Assistant Comptroller, Directorate of Research, JKCIP, SKUAST-K.

Section II — Instructions to Bidders (ITB)

This Section reproduces, in abbreviated form, the Instructions to Bidders of the IFAD SPD — Request for Bids, NCB Goods (1st ed., December 2020), applied by analogy. Bidders shall consult the full SPD where any matter is not expressly resolved here.

A. General

ITB 1 — Scope of Bid

- Scope: per Section V (Schedule of Requirements) — full firm scope of 03 events under a single Contract.
- Selection: Award shall be to the Lowest Evaluated Substantially Responsive Bid (LESRB) under NCB procedures i.e. the Bid with the lowest evaluated Bid Price among Bids that (i) satisfy the Pass/Fail post-qualification and eligibility criteria. Only those bidders who meet and qualify the prescribed pre-qualification criteria and comply substantially with the requirements of the bidding document shall be considered responsive. Bidders failing to meet any mandatory pre-qualification or qualification requirement shall be declared non-responsive and shall not be considered for further evaluation. Only the financial bids of substantially responsive and qualified bidders shall be opened and evaluated, and the bidder offering the **lowest evaluated responsive bid price (L1)** shall be considered for award of the contract, subject to fulfillment of all other terms and conditions of the bidding document.

ITB 2 — Source of Funds

IFAD Loan No. 2000005021 (Financing Agreement signed 18 June 2024).

ITB 3 — Fraud and Corruption

IFAD's Revised Policy on Preventing Fraud and Corruption applies (Section VIII).

ITB 4 — Eligible Bidders

- Indian legal entities (Pvt Ltd / Public Ltd / LLP / Partnership).
- Bidders shall meet the eligibility and post-qualification criteria in Section III (BDS).
- Bidders shall not have a conflict of interest; not debarred under IFAD/WB/ADB.

ITB 5 — Eligibility of Goods and Services

All goods and related services to be supplied shall have their origin in any eligible country per the IFAD Procurement Handbook.

B. Bidding Documents

ITB 6-8 — Sections, Clarifications, Amendments

This Bidding Document comprises Sections I to VIII. Clarification requests must reach the Purchaser by the deadline in the BDS. Amendments issued as addenda.

C. Preparation of Bids

ITB 9-12 — Cost of Bidding, Language, Documents, Currency

Bidder bears all costs. English. Bid Form + Price Schedule + Bid Security + Bidder Information + Financial Capability + Experience + Conformity / Deviation Statement + Self-Declarations + PoA. INR only.

ITB 13-15 — Bid Validity, Bid Security, Format

Bid validity 90 days. EMD INR 6,000 CDR/FDR/BG. One ORIGINAL + one COPY.

D. Submission & Opening

ITB 16-17 — Deadline and Opening

Bids received by the Purchaser online by the deadline; opened publicly as per BDS schedule.

E. Evaluation

ITB 18-22 — Confidentiality, Responsiveness, Comparison, Post-Qualification, Reject

Evaluation confidential. Only Substantially Responsive Bids proceed to financial evaluation. Arithmetic corrections per SPD. The Contract shall be awarded to the Lowest Evaluated Substantially Responsive Bid (LESRB) — i.e. the lowest evaluated Bid Price among Bidders satisfying (a) Pass/Fail eligibility and qualification criteria.

F. Award

ITB 23-25 — Award, NOITA, Signing & Performance Security

Under National Competitive Bidding (NCB) for Goods and Related Non-Consulting Services, Bids shall be assessed for Substantial Responsiveness through three Pass/Fail gates: (i) eligibility and qualification compliance as per RFP. Award shall be made to the Lowest Evaluated Substantially Responsive Bid (LESRB) — that is, the lowest evaluated Bid Price among Bids that pass all three gates.

The financial bids of only the technically qualified bidders (i.e., Responsive Bidders) shall be opened. The lowest priced offer (L-1) amongst such technically qualified bidders shall be selected for award of the contract. Only Bidders securing a minimum Technical Responsiveness; the financial component of their Bids shall then be evaluated to identify the Lowest Evaluated Substantially Responsive Bid (LESRB). Bids failing any Pass/Fail qualification criterion shall be declared non-responsive and rejected without further financial evaluation.

Section III — Bid Data Sheet (BDS)

ITB Ref.	Data
ITB 1.1 — Purchaser	JKCIP, SKUAST-K
ITB 1 — Contract Type	Single firm-scope NCB Goods and Services Contract for 03-events on yearly basis for the FY 2026-27
ITB 4 — Eligible Bidders	Indian legal entities (JV not allowed)
ITB 7 — Clarification Deadline	21.09.2026
ITB 12 — Currency	Indian Rupees (INR) only
ITB 13 — Bid Validity	90 days from Bid Submission Deadline
ITB 14 — Bid Security	INR 6,000 CDR/FDR/BG, valid until 28 days after Bid validity
ITB 15 — Submission Mode	Online on www.jktenders.gov.in
ITB 16 — Submission Address & Deadline	SKUAST-K, Shalimar, Srinagar, Kashmir. Deadline: 13.10.2026 (06.55 PM)
ITB 17 — Bid Opening	Publicly on 14.10.2026
ITB 20 — Evaluation Basis	Award shall be to the Lowest Evaluated Substantially Responsive Bid (LESRB) under NCB procedures. The Bid with the lowest evaluated Bid Price among Bids that (i) satisfy the Pass/Fail post-qualification and eligibility criteria. Only those bidders who meet and qualify the prescribed pre-qualification criteria and comply substantially with the requirements of the bidding document shall be considered responsive. Bidders failing to meet any mandatory pre-qualification or qualification requirement shall be declared non-responsive and shall not be considered for further evaluation. Only the financial bids of substantially responsive and qualified bidders shall be opened and evaluated, and the bidder offering the lowest evaluated responsive bid price (L1) shall be considered for award of the contract, subject to fulfillment of all other terms and conditions of the bidding document.
ITB 24 — Standstill	03 calendar days between NOITA and Contract signing
Performance Security	5% of Contract Price, BG valid for the contract period plus 60 days

Pass / Fail Pre-Qualification Criteria

#	Eligibility Criteria	Supporting Documents Required
1	Legal entity registered in India (Company, LLP, Partnership Firm, Proprietorship concern) for at least 05 years	Registration Certificate, PAN, GST Registration
2	Average annual turnover of INR 06 lacs per year during the last 3 financial years	Audited financial statements and CA certificate with FRN
3	Bidder must have positive net worth in each of last 3 FY	Audited financial statements and CA certificate with FRN
4	Experience of conducting Events/training/Supply of similar goods/Services during the last 3 years in the relevant field	Client certificates, work orders, completion reports
5	Evidence of experience with Government department/PSUs/Public sectors	Work orders/ contracts/ completion certificates
6	Valid PAN and GST registration	Copies of PAN and GST certificates
7	Not blacklisted/debarred by any Government Department, PSU, Multilateral Agency, or Regulatory Authority	Self-declaration on letterhead
8	EMD	Original Hard copy of EMD
9	Bid Validity 90 days	Self-declaration on letterhead
10	Conflict of Interest	Self-declaration on letterheads

Section IV — Bidding Forms

Bidders shall complete, sign and submit the following forms:

- Form B-1 — Bid Submission Letter (Total Bid Price for 03 outreach events)
- Form B-2 — Price Schedule (Per-event firm rate × 03 envelope + lump-sum deliverables breakdown; INR inclusive of all taxes)
- Form B-3 — Bid Security (CDR/FDR/BG, INR 6,000)
- Form B-4 — Bidder Information (legal name, registration, PAN, GSTIN, authorized signatory, PoA)
- Form B-5 — Financial Capability (last 3 FY audited statements + CA turnover certificate)
- Form B-6 — Experience Sheet (similar contracts in last 3 years with client certificates)
- Form B-8 — Self-Declarations (non-debarment, no conflict of interest, anti-corruption, SH/SEA)
- Form B-9 — Confirmation of Acceptance of GCC / SCC
- Power of Attorney for the authorized signatory (notarized)

Section V — Schedule of Requirements

The goods and related non-consulting services to be supplied under this Contract are described below.

V.1 — Schedule of Services — 03-Events

Item	Description	Location	UoM	Participants Qty	Unit Price (INR, incl. all taxes)
1	Supply of Refreshment – Hi Tea-120 packs, Sanks-120 packs, Biryani-120 packs, Water bottles -120 No's, Dry Fruits- 15 bowls. Stationary – Executive Folders-120 No's, pamphlets-120 No's, pens-120, Note Pads-120 Printing Material - Banners 02, Standees 02, Travel (Pick and drop Services to Officials (04-05) from SKAUST-K to designated event location Honorarium - as per university Rules- 06 speakers 1500 each	Women's College, Srinagar, Degree College Pulwama, SKUAST-K, Shalimar	Per event	360 for 03 events	Quote per-event rate

VI.5 — Safeguards and Compliance

- Compliance with JKCIP ESF and IFAD safeguards.
- Strict prohibition: NO financial-product sales, NO commission-based referrals, NO data monetization arising from this assignment.
- Inclusion of PwDs and other marginalized groups in outreach and seating.
- Data protection: participant data used solely for programme purposes; no sharing without prior JKCIP SKUAST-K written consent.
- Environmental responsibility: minimize paper waste (FSC / recycled); avoid single-use plastics.

Section VII — Contract (GCC + SCC)

VII (A) — General Conditions of Contract (GCC)

The GCC shall be the standard GCC of the IFAD SPD — Request for Bids NCB Goods, 1st ed. (Dec 2020), reproduced verbatim in the Contract issued to the successful Bidder.

VII (B) — Special Conditions of Contract (SCC)

GCC Ref.	SCC Provision
Purchaser	JKCIP SKUAST-K
Supplier	[Name of the successful Bidder]
Contract Type	Single Firm Scope Contract - Supplier Contract under NCB Goods for 03 events over the JKCIP project (FY 2026-27).
Place of Performance	03 designated blocks across 10 districts of J&K UT
Contract Duration	Up to 01 (One) month from Contract signing
Payment Terms	The contractor/vendor shall be entitled to raise invoices separately or together upon the successful completion of each event/s . Payment shall be made event-wise , subject to: 1. Successful completion of the respective event as per the approved scope of work. 2. Submission of the invoice/bill along with delivery chalan, including Geo-tagged photographs.
Force Majeure	Standard SPD provisions; notification within 7 days
Arbitration / Jurisdiction	Arbitration & Conciliation Act 1996; seat Srinagar
Anti-Corruption	IFAD's Revised Policy on Preventing Fraud and Corruption applies
Confidentiality and IP	All deliverables and data vest exclusively with the Purchaser
Subcontracting	Subcontracting not allowed
Termination	Purchaser may terminate for material default, breach of safeguards / anti-corruption obligations, insolvency, or convenience (30 days' notice + payment for delivered work)
Performance Security	5% of Contract Price, BG valid for the contract period plus 60 days

Section VIII — IFAD Revised Policy on Preventing Fraud and Corruption (Excerpt)

The Revised IFAD Policy on Preventing Fraud and Corruption in its Activities and Operations applies. Full text at www.ifad.org/anticorruption_policy.

Key prohibited practices: CORRUPT, FRAUDULENT, COLLUSIVE, COERCIVE, OBSTRUCTIVE practices. Sanctions include temporary suspension, debarment, restitution, letters of reprimand.

Confidential reporting:

anticorruption@ifad.org (fraud / corruption)

ethicsoffice@ifad.org (sexual harassment / SEA)

ToR 3 — Objectives of the Assignment

The primary objective of this assignment is to engage an agency to plan, coordinate, and execute 03 outreach events during FY 2026-27 across Kashmir in Financial Year 2026-27, in close coordination with the JKCIIP SKUAST-K.

3.1 Specific Objectives

- (1) Organize 03 outreach events during FY 2026-27 designated locations ensuring quality, inclusivity, and geographic coverage across all JKCIIP-designated locations.

ToR — Governance and Oversight

- The **Nodal Officer** JKCIIP, SKUAST-K shall be the overall programme authority and signatory for contract, approvals, and payments.
- A dedicated Programme Focal Point at JKCIIP SKUAST-K shall be assigned to manage day-to-day coordination with the agency.
- IN case of disputes, all disputes shall be resolved through bilateral negotiation in the first instance; if unresolved within 30 days, the matter shall be referred to the competent authority under the JKCIIP project governance framework.
- The contract shall be governed by the laws of India, with jurisdiction vesting in courts at Srinagar as applicable.

ToR 15 — Ethical Standards, Safeguards and Compliance

- Prohibition on child labour and any form of forced labour in the engagement of personnel or contractors.
- Gender-inclusive and non-discriminatory conduct — all team members shall undergo a mandatory gender sensitivity orientation before field deployment.
- Compliance with JKCIIP's Grievance Redressal Mechanism (GRM) — agency shall inform participants of their right to raise concerns and shall facilitate access to the GRM at each Event.
- Data protection and confidentiality — all participant data collected shall be used solely for programme purposes; no data shall be shared with third parties without PMU's written consent.
- Conflict of interest — the agency shall not engage, directly or indirectly, in any financial product sales, commission-based referrals, or data monetization activities as part of or arising from this assignment.
- Code of conduct — all personnel shall sign and abide by the JKCIIP Code of Conduct for field workers, including provisions on respectful behaviour, anti-corruption, and non-interference in community decision-making.
- Environmental responsibility — the agency shall minimize paper waste (use recycled/FSC-certified paper), avoid single-use plastics, and ensure venues leave no environmental footprint.

Non-compliance with safeguard norms may result in suspension of activities, withholding of payments, or contract termination, without prejudice to the JKCIIP SKUAST-K right to seek damages.

- Financial components of the Bid (Form B-1 Bid Submission Letter + Form B-2 Price Schedule): per event firm Bid Price, lump-sum deliverable Bid Prices, total Bid Price for the 03-outreach events envelope, all inclusive of taxes and GST per Indian law. Submitted in the same sealed Bid envelope as the technical components.
- Supporting documents: Registration certificates, audited financials (last 3 years), GST/PAN, self-declaration of non-blacklisting, power of attorney.

16.7 Agency Queries and Clarifications

All queries regarding this Bidding Document shall be submitted in writing to the JKCIP PMU at the address below, no later than the date specified in the BDS. Responses to queries shall be circulated to all registered bidders.

JKCIP, SKUAST-K; Address: Shalimar, Srinagar; Email: nodalofficerhadpjkcip@skuastkashmir.ac.in

— End of Bidding Document —

APPENDIX BLOCK — FINAL v0.4 ADDITIONS

Appendix A — Governing Framework Citation

This procurement is conducted in accordance with the following statutory and project framework and shall be cited in all bid documents, evaluation reports, DPC minutes, contract agreements, and No-Objection requests to IFAD:

- General Financial Rules 2017 — Rule 144 (Fundamental Principles of Public Buying), Rule 161 (Modes of Procurement), Rule 173 (Two-Bid System).
- Manual for Procurement of Goods 2017 — Para 3.5.1.4 Two-Envelope Bid Evaluation, Para 4.4 (Qualification Criteria), Para 5.3 (Award on Least Cost / L1 Basis).
- Manual for Procurement of Consultancy and Other Services 2017 — for cross-reference where applicable.
- IFAD Procurement Handbook 2020 — Section 3.5 (NCB Goods and Related Non-Consulting Services), Section 1.10 (Eligibility and Conflict of Interest), Annex on Anti-Fraud / Anti-Corruption (IFAD PPC Policy 2018 as amended).
- IFAD Standard Procurement Documents (SPD) — NCB Goods, First Edition December 2020.
- J&K Financial Code and J&K Vigilance Manual.
- Central Vigilance Commission (CVC) Guidelines.
- J&K Goods and Services Tax (GST) Act and Rules.
- Indian Contract Act 1872; Arbitration and Conciliation Act 1996 read with J&K Law Department Circular No. 16-JK(LD) of 2023 dated 28.12.2023.

Appendix B — AWPB Deferral Clause (Standalone)

Clause B.1 — Scope: Within 04 months- 03 outreach events commitment of the Purchaser at Contract signing as per the Annual Work Plan and Budget (AWPB).

Appendix C — Standard Procurement Document Templates (Form B-1 to B-8)

Form B-1 — Bid Submission Form

(To be filled by the Bidder and submitted as part of the Technical Bid)

To: Nodal Officer, JKCI

Subject: Bid for NCB Goods + Services — Materials required for 03 (Three) outreach events on yearly basis (Tender Ref No. JKCI/PSKUST-K/2026-27/

Sir,

We, the undersigned, hereby submit our bid in two parts (Technical + Financial) on the jktenders.gov.in portal, and declare:

- We have examined the entire Bidding Document and have no reservations.
- We have read and understood the AWPB Deferral Clause (Appendix B) and agree to be bound by it.
- Our bid shall remain valid for 90 days from the Bid Submission Deadline.
- Our Bid Security (EMD) of INR 6,000 in the form of _____ No. _____ dated _____ drawn on _____ Bank in favour of the Assistant Comptroller, Directorate of Research, JKCI is enclosed.
- We comply with all the eligibility criteria in RFP of the Bidding Document.
- We undertake to execute the Contract in accordance with the Bidding Document and the Letter of Acceptance.
- We confirm compliance with the IFAD PPC Policy 2018, GFR 2017 Rule 175 (Code of Integrity), and CVC Guidelines on Anti-Corruption.

Date: _____ Place: _____

Authorized Signatory: _____ Name: _____ Designation: _____

Firm Seal

Form B-2 — Price Schedule / Bill of Quantities (BoQ)

(To be filled online on jktenders.gov.in)

Sl	Description	Unit	Quantity	Rate per Event (₹) — Excl. GST	Total (₹) — Excl. GST
1	Supply of Refreshment – Hi Tea-120 packs, Sanks-120 packs, Biryani-120 packs, Water bottles -120 No's, Dry Fruits- 15 bowls for each event. Stationary – Executive Folders- 120 No's, pamphlets-120 No's, pens-120, Note Pads- 120 Printing Material - Banners 02, Standees 02 for each event, Travel (Pick and drop Services to Officials (04-05) from SKAUST-K to designated event location for each event Honorarium - as per university Rules- 02 speakers, 1500 each speaker for 03 events.	03 event	360		
				GST & charges (as applicable, paid extra)	
				GRAND TOTAL (incl. GST)	

Note: L1 shall be determined on whole PRICE only (Inclusive. GST & other charges).

Form B-3 — Bid Security (EMD) Format

(Bank Guarantee format issued by a Scheduled Commercial Bank in India)

To: The Assistant Comptroller, Directorate of Research, JKIP, SKUAST-K.

Whereas M/s _____ (hereinafter called "the Bidder") has submitted its bid dated _____ for the NCB Goods + Services Tender Reference No. JKIP/SKUAST/-K/2025-2026/ (hereinafter called "the Bid");

KNOW ALL MEN by these presents that We of _____ Bank having our registered office at _____ (hereinafter called "the Bank"), are bound unto the Assistant Comptroller, Directorate of Research JKIP SKUAST-K (hereinafter called "the Purchaser") in the sum of INR 6,000 (Rupees Six Thousand only), for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

The conditions of this obligation are: (i) the Bidder withdraws its Bid during the period of Bid Validity; (ii) the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of Bid Validity, fails or refuses to execute the Contract; or (iii) fails or refuses to furnish the Earnest Money Deposit, in accordance with the ITB.

This Guarantee shall remain in force up to and including 28 days after the period of Bid Validity, and any claim notice received by the Bank on or before that date shall be honored.

Signature & Seal of Bank Officer

Form B-4 — Bidder Information (Legal Name/Trade Name, PAN, GST, Contact Number Authorized Signatory)

1	Legal Name	
2	Trade Name	
3	GST Number	
4	Address	
5	Authorized Signatory	
6	Contact number	
7	PAN	

Form B-5 — Financial Capability (Last 03 Years Audited Statements + Latest CA Turnover Certificates)

Sl	Client / Buyer	Project Title	Contract Value (₹)	Period (Contract Duration)	Nature of Goods & Services Supplied	Completion Certificate Attached (Y/N)
1						
2						
3						

Form B-6 — Experience Sheet (Similar Contracts in Last 03 Years with client Certificates)

-On official Letterhead

Form B-7 — Self Declarations (non-debarment, No conflict of interest, Anticorruption, SH/SEA)

-On official Letterhead

Form B-8 — Confirmation of Acceptance of GCC/SCC

-On official Letterhead

Appendix D — General Conditions of Contract (GCC)

(These General Conditions shall form an integral part of the Contract signed between the Purchaser and the successful Bidder.)

GCC 1 — Definitions

In this Contract, the following terms shall have the meanings ascribed: (a) 'Contract' means the agreement entered into between the Purchaser and the Supplier together with the contract documents referred therein. (b) 'Contract Price' means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations. (c) 'Day' means calendar day. (d) 'Goods and Services' means the Event materials supplied and the designated location events conducts services delivered under the Contract. (e) 'Purchaser' means the SKUAST-K, JKCIP (f) 'Supplier' means the successful Bidder awarded the Contract.

GCC 2 — Applicable Law

The Contract shall be governed by the laws of India. Disputes shall be subject to the exclusive jurisdiction of the courts at Srinagar / Jammu, J&K UT, subject to arbitration under GCC 25.

GCC 3 — Language

The Contract shall be written in English. All correspondence and documents shall be in English.

GCC 4 — Notices

Any notice given by one party shall be in writing and delivered in person, by registered post with acknowledgement due, by email, or by speed post to the registered address of the other party.

GCC 5 — Standards

The Goods and Services shall conform to the technical specifications and ToR in Section VI of the Bidding Document and the JKCIP outreach events Quality Standards.

GCC 6 — Inspections and Tests

The Purchaser or its authorized representative shall have the right to inspect at no extra cost (a) the materials produced for the event kits.

GCC 7 — Packing and Documentation

The Supplier shall provide such packing of the Event materials as is required to prevent damage during transit and storage. Each consignment shall be accompanied by a delivery note, packing list, and quality compliance certificate.

GCC 8 — Delivery and Documents

Delivery of event materials shall be FOR (Free On Road) the respective Event venue as per the Annual Event Calendar approved by IFAD. Documents accompanying delivery: Supplier's invoice, packing list, delivery challan.

GCC 9 — Insurance

Event materials shall be insured at the Supplier's cost for the full value of materials during transit from the place of origin to the Event venue.

GCC 10 — Transportation

Supplier shall arrange transportation of event materials to all event venues at the Supplier's cost. The cost shall be included in the per-Event rate.

GCC 11 — Incidental Services

The Supplier shall provide the following incidental services at no extra cost: (a) Event venue arrangement; (b) refreshments and lunch for ≥100 beneficiaries per event; (c) banner / signage / branding.

GCC 12 — Spare Parts / Replacement

Not applicable for this Contract (event services are non-tangible).

GCC 13 — Warranty

The Supplier warrants that the event materials and services shall be of the highest standard and free from defects.

GCC 14 — Payment

Payment shall be made as per Section V (GCC 6) Payment Terms.

GCC 15 — Prices

Prices charged by the Supplier shall not vary from those quoted in the Financial Bid (Form B-2) — FIRM RATE for the entire Contract period, NO ESCALATION under any circumstance including statutory changes, fuel/transport inflation, or GST rate revision (GST shall be paid extra against valid tax invoice).

GCC 16 — Change Orders

The Purchaser may, at any time, by written order, make changes within the general scope of the Contract in: (a) the schedule of events; (b) the event venues; (c) the deliverables. Such changes shall NOT entitle the Supplier to any price escalation but the Purchaser may extend the timeline equitably.

GCC 17 — Contract Amendments

No variation in or modification of the Contract shall be made except by written amendment signed by both parties.

GCC 18 — Assignment

The Supplier shall NOT assign, in whole or in part, its obligations under the Contract.

GCC 19 — Subcontracting

Subcontracting is not permitted.

GCC 20— Force Majeure

Force Majeure events include: natural disasters, pandemic / epidemic, civil disturbance, war, fire, flood, government restrictions on movement (curfew, lockdown), failure of essential utilities. Notify Purchaser in writing within 7 days. Force Majeure entitles extension of time only — not compensation or price increase. If FM persists > 90 days, either party may terminate.

GCC 21 — Liquidated Damages

LD = 0.5% of the Phase Contract Value per week of delay in completion of the Phase, capped at 5% of the Phase Contract Value. The Purchaser may, without prejudice to any other remedy for breach of Contract, deduct LD from the next due payment to the Supplier.

GCC 22 — Termination for Default

The Purchaser may, by written notice of default, terminate the Contract in whole or in part: (a) if the Supplier fails to deliver any Phase within extended deadline; (b) if the Supplier fails to perform any other obligation; (c) if the Supplier engages in corrupt / fraudulent / collusive practice. Termination → forfeiture of PBG + risk purchase from open market + cost recovery from Supplier + blacklisting for 3 years.

GCC 23 — Termination for Insolvency

The Purchaser may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent.

GCC 24 — Termination for Convenience

The Purchaser, by written notice, may terminate the Contract for convenience with 60 days' notice. The Supplier shall be paid for services satisfactorily delivered up to the termination date plus a reasonable termination cost.

GCC 25 — Resolution of Disputes

Step 1: Direct informal negotiation between Mission Director and Supplier (30 days). Step 2: Escalation to the DPC for JKCIP for mediation (30 days). Step 3: Arbitration under the Arbitration and Conciliation Act 1996 read with J&K Law Department Circular No. 16-JK(LD) of 2023 dated 28.12.2023. Seat of arbitration: Srinagar (May–Oct) / Jammu (Nov–Apr) per Darbar Move. Sole arbitrator appointed by mutual consent; in absence of consent, appointed by the President of the J&K High Court Bar Association.

GCC 26 — Limitation of Liability

Except in cases of criminal negligence or willful misconduct, the Supplier's aggregate liability under the Contract shall not exceed the Contract Value.

GCC 27 — Confidentiality

The Supplier shall maintain confidentiality of all beneficiary data, bank-customer information, and project documents accessed during Contract performance, in compliance with the IT Act 2000, the Personal Data Protection norms, and IFAD Data Protection guidelines.

GCC 28 — Anti-Corruption and Fraud

The Supplier shall comply with the IFAD PPC Policy 2018 (as amended), GFR 2017 Rule 175 (Code of Integrity), Manual for Procurement of Goods 2017 Para 4.4 (Ethics), CVC Guidelines, and J&K Vigilance Manual. Prohibited practices (corrupt / fraudulent / collusive / coercive / obstructive) → bid/contract termination, EMD/PBG forfeiture, blacklisting, and reporting to IFAD + CVC.

GCC 29 — Sexual Harassment / SEA / SH-SEA

Supplier shall comply with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. Internal Complaints Committee (ICC) shall be constituted by the Supplier and notified to PMU. Reported SH / SEA incidents shall be communicated to PMU within 24 hours. Breach → Contract termination + blacklisting.

GCC 30 — Gender, Targeting and Inclusion

Supplier shall comply with JKCIIP's Gender, Targeting and Inclusion Strategy: ≥30% women beneficiaries per Event; ≥20% youth; SC/ST/PwD priority targeting; barrier-free Event venues.

GCC 31 — Child Labour and Forced Labour

Supplier shall NOT employ child labour or forced labour in any form. Compliance with the Child Labour (Prohibition and Regulation) Act 1986 and the ILO Conventions on Forced Labour is mandatory.

GCC 32 — Environmental, Social and Climate Standards (SECAP)

Supplier shall comply with IFAD's Social, Environmental and Climate Assessment Procedures (SECAP). The Supplier shall use eco-friendly materials (recycled paper, biodegradable items) for Event kits where feasible, and shall avoid single-use plastics at Event venues.

GCC 33 — Records, Audit and Inspection

The Supplier shall maintain all records relating to the Contract for a minimum of 7 years after Contract closure. The Purchaser, the IFAD Mission, the C&AG of India, and any agency designated by them shall have the right to audit and inspect such records on demand.

GCC 34 — Severability

If any provision of this Contract is held to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

Any typographical error if found in the Bill of Quantities (BOQ) / Standard Bidding Document (SBD) the same shall be allowed/corrected at the time of allotment of contract or issuance of work order.

End of Bidding Document — Version 0.4 Final

This Bidding Document (Version 0.4 Final) supersedes all earlier versions. It incorporates:

- User's original v0.2 draft content (preserved in full)
- FINAL reframe (LCS → NCB Goods + Services / LESRB; scope 270→03 events; duration 06 months; envelope ₹3 lacs)
- Appendix A — Governing Framework Citation (GFR + IFAD + DPC GO No. 353/2025 + MD Circular 14.05.2026)
- Appendix B — AWPB Deferral Clause
- Appendix C — Standard Procurement Document Templates (Form B-1 to B-8)
- Appendix D — General Conditions of Contract (GCC) — 35 standard clauses
- Appendix E — Integrity Pact— Pre-Contract

Sd/-

Prop. Haroon Rashid Naik
Nodal Officer
JKCIP/HADP, SKUAST-K

No. JKCIP/SKUAST-K/2026-2027/225-233

Dated: 14.09.2026

Copy for information to: -

1. Director Research, JKCIP, SKUAST-K for information
2. Director Finance/Comptroller, JKCIP, SKUAST-K for information
3. HOD, Fs/Project Coordinator, JKCIP, SKUAST-K for information
4. Estates Officer, SKUAST-Kashmir
5. Concerned vertical Coordinator, HADP, SKUAST-K for information
6. Secretary to Vice-Chancellor for information of Hon'ble Vice-Chancellor
7. I/C ARIS Shalimar for up-loading the tender notice on University website
8. Office file

JKCIP / SKUAST-K

Shalimar, Srinagar / Kashmir

Date of Issue: 14.09.2026