



**CENTRAL RESEARCH INSTITUTE FOR DRYLAND AGRICULTURE**  
(Indian Council of Agricultural Research)  
Santoshnagar :: Saidabad Post :: Hyderabad - 500 059



Expression of Interest from QMS Consultancy from Consultants and Organizations - Tender Invitation

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F.No. ISO-9001/2013  
Dt.06.04.2013

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Sub : Tender for procurement of Quality Management System, ISO – 9001 at  
CRIDA, Hyderabad.

Sir,

The Central Research Institute For Dryland Agriculture (CRIDA) is an autonomous organization under the Indian Council of Agricultural Research, Department of Agricultural Research and Education (DARE), Ministry of Agriculture, Government of India.

1. The CRIDA is interested to implement quality management system ISO - 9001 in its business operations at headquarters comprising main office at Santoshnagar and two farms in two locations. The Institute has a total strength of 212 employees. In this connection it is seeking support from consultancy organizations for preparing the organization for the certification. The broad activities involved are gap assessment, preparation of action plan, arranging required QMS awareness trainings, process documentation, preparation and release of QMS Manual, arranging internal auditor training and final certification.
2. Bidders with vast experience in the field of providing ISO Certification - 9001-2008 in Government offices, public sector and private sector may submit their quotations. Documentary evidence along with published literature / catalogues/ illustrated pamphlets/drawing etc. in support of providing similar certification in other organizations, Govt. Offices particularly those in public sector Govt. offices is required to be submitted.

3. The consultancy organizations are requested to submit their bids addressed to the Director, Central Research Institute For Dryland Agriculture, Santoshnagar, P.O. Saidabad, Hyderabad – 500 059 in two separate envelopes/covers one as Technical bid (Proforma given at Annexure 'A') and the other as Financial bid (Proforma given at Annexure 'B'). Only those bids which are found qualifying based on the opening of technical bid will be considered for financial competitiveness.
4. The consultancy organisations are required to submit in addition to its capabilities the details of registered lead auditors on their rolls and also empanelled, type of accreditations they hold with clear validity period, number of organizations of the type of CRIDA prepared for certification and such other details which are necessary for facilitating decision making . In the financial bid, the fee for the external audit and certification should be shown separately.
5. The sealed quotations should reach this office latest by 22.04.2013, 1600 hrs. The envelope / cover containing quotation should be prominently super scribed on top of envelope as "Quotation for Quality Management System, ISO – 9001" and addressed to the Director, Central Research Institute For Dryland Agriculture, Santoshnagar, P.O. Saidabad, Hyderabad – 500 059

Quotations shall satisfy the following conditions :

1. The rates quoted shall be valid for a minimum period of 90 days from the last date fixed for the receipt of quotations.
2. The bidders may visit CRIDA website [www.crida.in](http://www.crida.in) for more information.
3. The period of consultancy would be four months from the date of award, bar force majeure.
4. The Firm will specify a team of Experts for execution of the work and their CVs are to be provided.
5. The successful bidder has to make presentation before the ISO committee about the company's services and overall performance.
6. The bidders, whose presentation will be as per CRIDA (ICAR) specifications and need shall be treated as qualified for the financial bid. Date, Time and Venue of opening of financial bids of such successful bidders will be intimated as may be decided.
7. It may be specifically noted that the quotations are required to be submitted with EMD amounting to Rs.20,000/- (Rupees twenty thousand only) must be deposited in the form of demand draft / pay order from any of the Nationalised Bank in favour of 'ICAR Unit Account, CRIDA', Hyderabad.
8. If taxes, duties or any other charges over and above the rate quoted are leviable by the consultant, the actual/percentage of such taxes/duties/charges should be clearly indicated.

9. If Tenderer does not accept the offer, after issue of letter of award by CRIDA within 15 days, the offer made shall be withdrawn and & Earnest money forfeited.
10. Payment will be made by DD/Cheque/on line payment after satisfactory completion of supply/execution of the assignment and receipt of pre-receipted bills in triplicate.
11. The Institute, reserves the right to accept or reject any or all the quotations either in full or in part without assigning any reason.
12. Quotations not complying with the above conditions are liable to be rejected.

Yours faithfully,

(Ashish Roy)  
Chief Administrative Officer

Encl : As above