



भा.कृ.अनु प. – राष्ट्रीय सोयाबीन अनुसंधान संस्थान

(आई.एस ओ : 9001:2015 प्रमाणित संस्थान)

*ICAR-National Soybean Research Institute*

**(ISO 9001:2015 Certified Organization)**

खंडवा रोड, इंदौर 452001 (म.प्र.), भारत

**Khandwa Road, Indore 452 001 (M.P.) India**



File No.: IV (1)/2025-26/Administration

Date: 15.12.2025

**Tender Notice**

Application/proposals in the prescribed format (Annexure I) is hereby invited on behalf of the Director, ICAR-NSRI, Indore for the **Registration /Empanelment/ Pre-Qualified List / Approved List** of Contractors/agencies/firms for Civil/ Electrical work in ICAR-National Soybean Research Institute, Khandwa Road, Indore (MP) -452001. This registration/enlistment process constitutes empanelment (maintaining a classified list of firms based on their experience) for use in limited tenders up to Rs. 10.00 Lakhs, as per the Manual for Procurement of Goods\, Govt of India. Registered/Enlisted and all eligible Contractors of CPWD/PWD/ Public Works Organization /Govt./Semi Govt. organization having experience in petty/ Minor/ Major Maintenance / Original works / Construction works are eligible to apply for registration / empanelment. Works shall be executed through Limited Tender Enquiries up to Rs.10.00 Lakhs only on the following terms & conditions: -

**TERMS & CONDITIONS: -**

1. The enlisted contractors will be eligible to obtain the Limited tender notice for Civil/Electrical Contract works up to estimated cost of 10 lakhs for a period of 3 years subject to availability of their valid licence /registration in CPWD/PWD/PWO or any other Govt agency/department.
2. Firm shall have to submit the non-refundable registration/enlistment fee of Rs. 1000/- in the form of Demand Draft in Favor of **ICAR Unit NSRI, INDORE.**
3. Firm should intimate the change of your address & phone number etc. if any, in future immediately after such changes Otherwise your firms name will be liable to be cancelled from the enlistment list.
4. If Firm fail to attend tendering three consecutive times, your candidature will be reviewed, and Firm will not be considered for participation in future limited tender enquiries Firm proposal/application for future enlistment will not be considered
5. Enlistment of firm may be cancelled without any notice for any of the following reasons:
  - Failure in tendering to observe the instruction given in tender forms including schedule thereto.

- Failure to perform a contract or contracts satisfactorily and in accordance with the contractual obligations.
  - Withdrawal of offer/discontinuation of work in the mid-way.
  - If found unsuitable for being entrusted with government work based on police investigation report.
  - Unsatisfactory & undesirable conducts on the part of contractor or his works affecting the normal activities of the Institute.
  - Fatal accident on the contractor workers due to the negligence on the part of the contractor
  - Involvement in the activities detrimental to the interest of the Institute.
  - Bad workmanship resulting in poor quality of work.
  - Delay in execution of work on account of Firm negligence.
  - Failure on Firm part to safeguard Institute's property against theft & pilferage.
6. Firm shall have to follow all Central Govt. State Govt. & Statutory Acts, Rules & Regulations.
  7. Firm shall be responsible for Contract Labour (Regulation & Abolition) Act, 1970 and all other labour laws to be followed by the contractor during the execution of work.
  8. Firm will be solely responsible for any accident that may occur during the progress of the work and for injury to any person or worker during execution of work. In the event of any such accident the contractor will be responsible and must pay proper compensation for the same as the workman's Compensation Act 1923 (Wherein the Employee's State Insurance Act 1948 is not applicable).
  9. No Labour of minor age shall be employed in the work.
  10. Statutory minimum wages to all the categories of labour to be paid as per notification issued by the appropriate authority of Govt. of India from time to time.
  11. Firm will be required to have sufficient technical works/personnel during quotation and submitting tenders as per general financial rules and direction of the Institute & also for supervision of works and shall have to employ one licensed supervisor having sufficient experience during execution of Electrical/Civil works.
  12. Although this enlistment is for a period of 3 years, but this may remain valid till finalization of the next enlistment or further review, at the sole discretion of the Director **ICAR-NSRI, Indore.**

13. ICAR-National Soybean Research Institute, ICAR Campus, Khandwa Road, Indore (MP) - 452001 reserves the right to accept or reject any or all application without assigning any reason whatsoever

14. Please visit our website <https://www.nsri.icar.gov.in> for details and any updates.

15. This enlistment / registration invitation is open till the requirement of the institute is fulfilled and notice of closing the enlistment process is uploaded in the institute website

16. **Grades (Monetary Limits) for Registration:** Registration shall be done by grading the firms based on their capability to execute contracts/orders of different monetary limits in the relevant category of requirements. The monetary limits will be fixed keeping in view the banker's reports, the capacity and capability of the firm, and other financial information (Balance Sheets, Profit and Loss statements, etc.). The gradation for this empanelment is as follows:

**Grade Monetary Limit for Single Contract/Order**

**Grade A** Above Rs. 5,00,000 (Rupees five lakh) up to Rs. 10,00,000 (Rupees ten lakh)

**Grade B** Up to Rs. 5,00,000 (Rupees five lakh)

Registration **Categories:** Firms are registered in either **Category A** (Higher/Larger works) or **Category B** (Lower/Smaller works) within the specified limits for:

- Civil Works: below 5 lakh and 5 lakh – 10 lakhs
- Electrical Works: below 5 lakh and 5 lakh – 10 lakhs
- Combined Civil & Electrical Works: below 5 lakh and 5 lakh – 10 lakhs
- Scientific Works: below 5 lakh and 5 lakh – 10 lakhs
- **Multiple Registration Eligibility: Yes.** A firm can register in **more than one category.**

S. No.	Work Category	Financial Limit (Per Work)
1	Civil Works (Grade B)	Below 5 lakhs
2	Civil Works (Grade A)	5 lakhs to 10 lakhs
3	Electrical Works (Grade B)	Below 5 lakhs
4	Electrical Works (Grade A)	5 lakhs to 10 lakhs

5	<b>Combined Civil &amp; Electrical Works (Grade B)</b>	<b>0 lakh to 5 lakh</b>
6	<b>Combined Civil &amp; Electrical Works (Grade A)</b>	<b>5 lakhs to 10 lakhs</b>
7	<b>Scientific Works (Net House, Poly House, Glass House etc.) (Grade B)</b>	<b>0 lakh to 5 lakh</b>
8	<b>Scientific Works (Net House, Poly House, Glass House etc.) (Grade A)</b>	<b>5 lakhs to 10 lakhs</b>

**17. Jurisdiction:** All disputes, differences, and questions arising out of this registration/empanelment process shall be subject to the exclusive jurisdiction of the Courts in Indore, Madhya Pradesh.

**18. General Eligibility Criteria:**

- Any firm situated in India that is in the business of providing goods/works/services of specified categories of interest shall be eligible for registration, subject to meeting all other prescribed terms and conditions.
- Where registration is granted based on partly outsourced arrangements/agreements, it shall always be the responsibility of the registered unit to keep such arrangements/agreements renewed/alive and to keep their registration valid for the period for which it has been granted. Any failure in this regard may make the registration null and void/ineffective retrospectively from any such dates which the registering authority considers appropriate.
- Suppliers should possess a valid Digital Signature Certificate (DSCs) Class III with the company name at the time of registration/renewal to enable them to participate in e-procurements.
- The Firm should also have good internal governance practices, such as a whistleblower policy, a documented commitment to ESG (Environmental, Social, and Governance) code of conduct, a code of business ethics, etc.
- The firm against whom punitive action has been taken shall not be eligible for re-registration during the currency of punitive action. Registration requests may not be entertained from firms (or their allied firms) who are deregistered/banned.

**19. Approval of Registration:** If considered to be capable after carefully assessing and verifying credentials, the firm may be granted registration with the approval of the Competent Authority (CA).

**20. Validity and Renewal of Registration:** Registration is valid for a specified period (one to three years). At the end of this period, the registered supplier(s) willing to continue with registration is to apply afresh for renewal of registration. However, the registration would be initially treated as provisional, and it would be treated as confirmed only after the firm has satisfactorily executed one order of

the relevant category and value from the Procuring Entity. The extension of validity of registration is not a matter of right, and the Procuring Entity reserves the right not to extend such registration without assigning any reason. New supplier(s) may also be considered for registration at any time, provided they fulfil all the required conditions.

**21. Registration Number and Public Display:** All registered suppliers should be allocated a unique registration number. The list of registered suppliers for the subject matter of procurement (indicating the names and addresses of the registered suppliers with details of the requirements and monetary value they will supply, as well as the validity period, and so on, for which they are registered), shall be exhibited on the websites of the Procuring Entity.

22. Firms interested in registration for the limited tender enquiry are **required to submit their applications** by the deadline of **January 16, 2026. Applications received after this date will be summarily rejected.**

*Ganesh Meena 15/12/2025*  
(Ganesh Kumar Meena)  
Head of office  
ICAR- NSRI, INDORE

Distribution:

- **PS to Director:** For the **information of the Director.**
- **Dr. Savita Kolhe:** To upload the document on the **Institute Website.**
- **Smt. Priyanka Sawan:** To upload the order into the **e-Office** system.
- **Office Notice Board:** For general notice and information.

**Performa for Registration / Enlisting of Contractors:**

<b>S.No.</b>	<b>Details</b>	<b>Particulars</b>
1.	Name of the Firm/Agency/Contractor	
2.	Full address with Telephone, Mobile No, Fax No. and e-mail Id	
3.	Details of Registration Fee & (DD/No., date, Name of the Bank/Branch)	
4.	Valid Registration Certificate/License of the Firm/Company/Contractor with CPWD/PWD/PWO or any other Govt Agency/Department (attach <b>photocopy</b> )	
5.	GST Registration no. (attach <b>photocopy</b> )	
6.	PAN No. (attach <b>photocopy</b> )	
8.	Name of Owner/Proprietor/Agency/Contractor & Aadhar card No.	
9.	Class of License - A/B/C	
10	Issuing Authority	
11	Whether Govt. Contractor or not	
12	Previous Experience of Government Department works with full details and enclosures and satisfactory certificate of the client	
13	Facilities available with the firm	
14	Whether Registered in Indian Company Act 1956 or Indian Partnership act 1993/MSME.	
15	Valid License No.	
16	<b>Financial Capability (Balance Sheet)</b>	

<b>17 BANK DETAILS</b>		
	Nature of Account (saving/current)	
	Name of the Bank	
	Bank Account No.	
	Branch Address	
	IFSC Code of Bank/Branch	