



Govt. of Bihar
Department of Agriculture,
Bihar Horticulture Development Society Patna
(State Horticulture Mission)

2nd Floor, Pant Bhawan, Bailey Road, Patna-800001

Phone& Fax 0612-2521776, E mail: md-hort-bih@nic.in, dir-bhds-bih@nic.in, website

www.horticulture.bih.nic.in

**Short Notice for Expression of Interest for supply of
Seeds/Seedlings/Suckers/Slips/Saplings of Aromatic, Medicinal Plants &
Loose Flower Crops in the State of Bihar.**

For timely and smooth execution of different schemes of horticulture development in the state of Bihar, Bihar Horticulture Development Society (BHDS), Patna, Bihar invites Expression of Interest (EOI) for supply of **Seeds/Seedlings/Suckers/Slips/Saplings of Aromatic, Medicinal and Loose Flower Crop** from Govt., Semi Govt. Organisations & Registered Seed Producer which has its own production centre as well as having facilities of fundamental infrastructure.

EOI forms including terms and conditions, specifications, quality and quantity can be obtained from the State Horticulture Mission, Patna on all working days (Monday to Friday) between 11.00 hours to 16.00 hours by payment of a demand draft of ₹1000.00 drawn in favour of Bihar Horticulture Development Society, Patna. It may also be downloaded from the website www.horticulture.bih.nic.in. In case of a downloaded form DD of ₹1000.00 to be attached with the form.

Applications for EOI in envelope duly super-scribed "Application for supply of (name of component)" addressed to the Mission Director, Bihar Horticulture Development Society, Patna should be submitted in State Horticulture Mission, 2nd Floor, Pant Bhawan, Bailey Road, Patna.

The last date for submission of the completed EOI will be on or before 15.00 hrs. on 9th January 2014 and the EOI will be opened on the same day at 16.30 hrs in presence of the applicants or their authorized representatives who choose to attend.

Bihar Horticulture Development Society, Patna reserves the right to revise/change/cancel the EOI without assigning any reasons thereof.

Mission Director

EOI for supply of following inputs

Components for supply :

- a) Aromatic & Medicinal Crops : Mentha arvensis Sucker, Khus, Java Citronella, Lemon Grass Slips, Seeds of Tulsi, Pamarosa, Ashwagandha, Sarpagandha, Suckers of Ghrith kumari, Saplings of Pachauli, Guggul.
- b) Loose Flower : Seedling of Marigold, Chrysanthemum, Calendula, Dahalia, Flox, Salvia, Pitunea, Holyhock, Antirenum, Karn Flower, Carnation, Verbina, Ginea, Lily.

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General terms & conditions of E.O.I. :-

1. EOI can be submitted for one component or more than one component or all components.
2. Govt., Semi Govt. Organisations and Registered Seed Producer applying for EOI should have at least one year experience for supplying in the field of each components as per their proposal. Photocopy of bills, Cash Memos, Delivery Notes, Supply Order issued from Govt. or Non Govt. Organisation should be attached with EOI in support of experience. This should clearly indicates firm's name and volume which has been supplied with componentwise pricelist.
3. EOI submitted without relevant papers/documents will be rejected.
4. The annual turnover of the firm must not be less than ₹50.00 lakhs for the last one year. Audited balance sheet along with annual report and I.T. return should be submitted as supporting documents.
5. The successful supplier should submit an annual registration fee for only one component of ₹10,000/- for two to five components of ₹20,000/- and for all components of ₹25,000/- (Twenty Five Thousand) mentioned in the EOI in the form of demand draft payable to **Mission Director, Bihar Horticulture Development Society, Patna**. The annual registration fee is non refundable.
6. The firm should furnish a copy of sales tax registration, TIN and VAT number.
7. Telephone No./Mobile No./Email and Full Address of the applicant must be mentioned in EOI.
8. The successful suppliers wish to registered will have to enter into an agreement with the Bihar Horticulture Development Society covering, inter alias, the following points :
 - i. The planting material should be supplied is genetically pure, free from soil borne disease, insect, pests and virus index. In this regards certificate have to submit issued from recognised laboratory/SAU.
 - ii. The materials shall have to be supplied in the different districts of the state as per terms and conditions mentioned in agreement. No other charges such as Octroi, Packing, Forwarding, Freight, Insurance, Loading and Unloading, Clearance etc. will be allowed.
 - iii. The purchaser and the supplier shall make every effort to resolve amicably by direct negotiation, even then in any disagreement or dispute arising between them under or in connection with the supply, shall be settled under the Court of Law within its jurisdiction at Patna.
 - iv. Suppliers will have the full responsibility as far as the final supply orders given by DHO/DAO/PD in this regards.
 - v. Performance security deposit if any, can be forfeited in case of non-performance of the contract and exceeding time limits indicated in the supply order.
 - vi. Names of quality planting material/available stock/variety and source of production field from where the planting materials will be supplied should be clearly indicated and the society reserves the right to inspect these premises.

- vii. The planting material should be as per the quality specifications mentioned in the EOI notice. Failure to supply as per the quality specifications shall result in forfeiture of EMD, blacklisting and legal action against the suppliers.
- viii. Failure to supply as per the time limit specified in the supply order shall result in 2% deduction in payment for the rest of quantity to be supplied for every day's delay. Further supply orders may also be cancelled.
9. The BHDS is free to evolve strong punitive measure against erring companies & suppliers to safeguard the interests of farmers in order to ensure proper utilization of public funds.
10. Under the Two Proposal System, the **Technical Proposal** shall consist of all technical details along with commercial terms and conditions and, **Financial Proposal** shall indicate unit price for components proposed for.
11. EMD and document costs shall be the part of Technical Proposal only.
12. **Earnest Money Deposit (EMD)** of Rs. 50,000/- (Fifty Thousand) should be furnished in the form of Demand Draft in favour of **BIHAR HORTICULTURE DEVELOPMENT SOCIETY** payable at any nationalised bank situated at **Patna (Bihar)** town. The earnest money of the technically unsuccessful proposers will be refunded after the rejection of their EOI and will be retained from the successful firms up to the time of execution of contract or till the submission of security deposit and signing of agreement.
13. The **Technical Proposal** along with earnest money and the **Financial Proposal** should be **sealed** and submitted by the applicant in separate envelopes duly superscribed as Technical Proposal and Financial Proposal, respectively and should be put in a bigger envelop superscribing Proposal for Expression of Interest for supply of (name of component) and addressed to Mission Director, Bihar Horticulture Development Society, Patna.
14. All the **Proposal** documents should be signed by the **authorized person, carrying the prescribed letter of authority** and his full name and status should be indicated below his signature with the seal of producer/Seed agency/ Govt. & Non Govt. Organisation etc.
15. Rate proposed in financial proposal must be inclusive of all taxes and freight for destination etc. at district headquarters (FOR district head quarters) Financial Proposal will be quoted in figures as well as in words. In case of any ambiguity amount quoted in words will be considered. The quotation of rate of any component must be with respect to desired technical specification of that component mentioned in EOI paper.
16. Conditional proposal will not be accepted.
17. No claim will be entertained afterwards for any increase in market price or otherwise.
18. **The Technical Proposals will be opened first** and will be evaluated by the society. Only such proposal will be evaluated in which required Earnest Money and EOI document cost are deposited along with the Technical Proposal and that meets other conditions of the proposal. Evaluation of the Technical Proposal, shall be carried out by a committee constituted by the Society, which shall look into compliance of specifications and of other conditions of EOI enquiry. At the

second stage, **Financial Proposal of only technically acceptable and offers complying with EOI conditions will be opened**, for further evaluation.

19. Payment against Bill/Invoice shall be released only after satisfactory supply. No interest will be payable on the delayed payment. Payment will be made directly to the supplier through Demand Draft/Crossed A/c payee Cheque. 80% payment will be made upon production of receipt of supply of Planting Materials, whose number/quantity will be indicated in the receipt. Twenty percent (20%) payment will be made after harvesting of that crop for which planting material have been supplied. If any complaint is received from farmer regarding quality of the planting material from sowing to harvesting period of the crop then 20% amount will be seized and shall result in forfeiture of EMD, blacklisting and legal action against the firm.
20. The firm shall submit an affidavit from notary that "the firm has not been blacklisted by any State Govt./Union Govt." and no legal issues regarding planting material supply is pending in any court as well as the stock mentioned in the EOI is correct.
21. Mission Director, BHDS, Patna reserves the right to reject/cancel the registration of firm at any time if he/she is satisfied that it is desirable to do so in farmers interest after giving an opportunity of hearing such an applicant. The decision of Mission director, BHDS, Patna shall be final and binding.
22. **Proposals should be addressed to Mission Director, State Horticulture Mission, Directorate of Horticulture, Department of Agriculture, 2nd Floor, Pant Bhawan, Bailey road, Patna and must reach on or before the date & time mentioned in the EOI notice.**
23. **EOI can be sent by post /courier/or by hand. In case of delivery in person, the document may be dropped in the proposal box kept for this purpose at the Mission Director's office at the address mentioned above.**
24. Proposers or their duly authorized representatives may be present at the time of opening the Main envelope and the Technical Proposal, the time and place for which is indicated in the EOI document. Time and Place for opening of Financial Proposal shall be immediately after evaluation and shall be communicated through a notice at the office of Mission Director.
25. **Proposals received late after due date and time, will be rejected. The Bihar Horticulture Development Society will be in no case responsible for late delivery or non-delivery of EOI papers due to postal delay etc.**
26. Participation in the EOI will automatically imply the acceptance, on part of the participating Government agency of all the terms and conditions of this EOI.
27. Since the EOI has been invited for supply of seeds/saplings/seedlings etc. for above components as well as timely execution of the schemes, so the rate submitted by any firm (from amongst the technically qualified firms) found to be lowest in any components will be the rate per unit of supply for that components for the firm. In case the successful bidder is not able to supply the required quantities of seeds/saplings/seedlings etc. mentioned in the supply order; then negotiations can be carried out with other second and further placed firms for

supply of material at the rate of the first successful bidder. The rates quoted should not exceed NHM norms.

28. The seeds of Tulsi, Pamarosa, Ashwagandha, Sarpagandha, Suckers of Mentha arvensis, Ghrit Kumari, Slips of Khus, Java Citronella, Lemon Grass and Saplings of Pachauli, Guggul and Seedlings of Marigold Flower must be genetically pure and free from insects, pests, soil borne diseases and virus index and should also comply with the norms of National Medicinal Mission Guideline.
29. Preference will be given to those producers/seeds agencies/Govt. & Non Govt. Organisations etc. to supply seeds/suckers/Slips/Saplings of Aromatic & medicinal plants which facilitate the buy-back arrangement for the produce.
30. The rate fixed for the above mentioned crops will be valid for one year from the finalisation of EOI date.

www.horticulture.bih.nic.in

Technical Specification

For Aromatic & Medicinal

Sl. No.	Component's Name	Specifications	In Annexure VI Rate should be quoted in following terms
1	Pamarosa/Tulsi/ Ashwagandha/ Sarpagandha	Seeds must be genetically pure & free from soil borne disease.	Kilogram
2	Java Citronella/ Lemon Grass/ Khus	Slips must be true to type and free from insects, pests, virus index.	Piece
3	Mentha arvensis	Suckers must be true to type & free from insect, pests, virus index	Kilogram
4	Pachauli/Guggul/ Ghrit Kumari	Sapling must be true to type, free from insect, pest, virus index	Piece

For Loose Flowers

Sl. No.	Component's Name	Specifications	
1	Marigold/ Chrysanthemum/ Calendula/ Dahalia/ Flöx/ Salvia/ Pitunea/ Holyhock/ Antirenum/ Karn Flower/ Carnation, Verbina, Ginea, Lily.	Seedling must be genetically pure & free from insect, pest, virus index.	piece

Note :- Variety of above seeds & source available on departmental website www.horticulture.bih.nic.in.

Please do not quote any rate in the technical proposal. This form is for information only.

(Letter head of the proposer)

Name of Firm:

Address:

Phone No. /Mobile No.:

To,

The Mission Director,
State Horticulture Mission, Bihar
2nd floor, Pant Bhawan,
Bailey Road,
Patna-800015

Sir,

Subject: **TECHNICAL PROPOSAL**

In accordance with the terms & conditions of the bid for **SUPPLY OF**
..... (mention the name of component) **IN**
DISTRICTS OF BIHAR

I /We submit the **technical proposal** containing the following documents;

- 1. Authority Letter (Annexure I)**
- 2. Information Sheet** (Details of firm) (Annexure II)
- 3. Details of Earnest Money** along with **Bank Draft (Annexure IIIA)**
- 4. Details of tender document cost and draft** (Not applicable for EOI document purchased in person) **(Annexure IIIB)**
- 5. Technical Specification (Annexure IV)**
- 6. Submission of Affidavit** Annexure V
- 7. Financial Proposal,** Annexure VI
- 8. Original copy of money receipt.** (In case of purchase in person)
- 9. Photocopy of Sales Tax Registration**
- 10. Photocopy of Income tax PAN Card**

Further, it is certified that the information furnished in this EOI documents is true and correct to the best of my/our knowledge & belief. I/we fully understand terms and conditions mentioned above and undertake to abide by the terms & conditions and rules & regulations mentioned in the EOI document.

It is also certified that the proposer has not been blacklisted by any Union or State Government department or institute in any matter and the owners or partners/ directors has never been legally prosecuted & in any legal dispute with any Union or State Government department.

Signature of Authorized Signatory
Name
Designation

Seal of the firm

Dated.....

(Letter head of the bidder)
AUTHORITY LETTER

M/s.

.....
..... (Name & address with
telephone no. of dealer) is working with/on behalf of our firm as
our authorized representative/dealer for the State of Bihar.

He is authorized to submit, collect & correct all
EOI/quotation/project documents on behalf of firm.

Signature of Authorized Signatory
Name
Designation

Seal of the firm
Dated.....

PROPOSER INFORMATION SHEET

(General Information to be supplied along with the EOI)

Date of Opening of EOI – 09.01.2014; 04.30 p.m. (Technical)

Date of Opening of EOI – Intimated later (Financial)

1. Name of the Item:

2. Name & Address of the firm/ authorized dealer,

Telephone No. :

3. (a) Sales Tax /C.S.T. Registration No. :

(b) Income Tax PAN No. :

4. Whether Service facilities available in Bihar (If yes,
address of service center) : Yes / No

5. Address with telephone no./e-mail/web address
where production centre(s) is situated

Certified that above information is correct and further certified that the Production centre(s) given
in item 6 above is owned by me/ us

Signature of Authorized Signatory
Name
Designation

Seal of the firm

Dated.....

DETAILS OF EARNEST MONEY

Earnest money as per details below is enclosed for the purpose of bid for SUPPLY OF (Name of the component) IN DISTRICTS OF BIHAR

Bank Draft No.....

Name of the bank.....

Branch.....

Dated.....

Amount (In figures & words).....

.....

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....

DETAILS OF EOI DOCUMENT COST

(Not applicable for proposers purchased in person)

EOI document cost as per details below is enclosed for the purpose of
SUPPLY OF (Name of the components) IN
DISTRICTS OF BIHAR

Bank Draft No.....

Name of the bank.....

Branch.....

Dated.....

Amount (In figures & words).....

.....

Signature of Authorized Signatory
Name
Designation

Seal of the firm

Dated.....

TECHNICAL SPECIFICATIONS

1. All the slips/sucker/saplings/seeds should be Genetically pure and ready to plant.
2. All the slips/sucker/saplings/seeds should be Virus/insect/soil borne disease free (A certificate to be submitted at the time of supply)
3. All the slips/sucker/saplings/seeds must be best suited variety for the region.
4. True to the type.
5. Firms must submit laboratory test certificate regarding all above.

I / We undertake to make supplies of (mention the name of component) conforming to above technical specifications.

Signature of Authorized Signatory
Name
Designation

Seal of the firm
Dated.....

Submission of Affidavit (For Technical proposal)

(Through Notary Public on Non-Judicial stamp paper of Rs. 100.00)

- Seeds/Saplings/Slips/Suckers are genetically pure with good health, virus/insect free and ready to plant.
- Complete lot of seeds/saplings/slips/suckers (..... name of the component) to be supplied is our own production at our own nurseries/ farms or borne by other sources (clearly indicate the sources).
- Our firm has never been blacklisted by Govt. of India or any state govt.

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FINANCIAL PROPOSAL*(On Letter head of the proposer)*

Name of Firm:

Address:

Phone No. /Mobile No.:

To,

The Mission Director,
State Horticulture Mission, Bihar
2nd Floor, Pant Bhawan, Bailey Road, Patna-800015

Sir,

I / we do hereby propose rates for supply of (mention the name of component) in the state of Bihar in accordance with the specifications in all respects and instructions in the Annexures.

Sl. No.	Name of the Items	Unit	Rate in Rs (In figures & words both)	Available Stock (in quintal/nos.)
1		Per piece/Per kg.		
2		Per piece/Per kg.		
3		Per piece/Per kg.		

Rates quoted are inclusive of Taxes/Duties like Sales Tax/ VAT, excise duty, Inspection charges etc., if any.

The rates should be quoted in Indian Rupees only, for each item separately, both in figures and words in such a way that interpolation is not possible and all over-writings should be strictly avoided or rewritten and correction should be duly attested prior to the submission of EOI. The rates should include all taxes packing costs, transportation, unloading costs at destination, irrespective of District Head Quarter(s) in Bihar. **Only one rate should be quoted for one item. Multiple rates for one item will not be entertained.**

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....