



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

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**Tender Enquiry for supply of Seeds/Rhizome of Elephant Foot (Oal) in 2014-15
in the State of Bihar.**

For timely and smooth execution of different schemes of horticulture development in 2014-15 in the state of Bihar, Bihar Horticulture Development Society (BHDS), Patna, Bihar invites Tender for supply of **Seeds/Rhizome of Elephant Foot (Oal)** from Govt., Semi Govt. Organisations & Registered Seed Producers which have its own production centre as well as having facilities of fundamental infrastructure.

Tender 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 downloaded form DD of ₹1000.00 has to be attached with the form.

Applications for Tender in envelope duly super-scribed "Application for supply of Elephant Foot (Oal)" 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 Tender will be on or before 15.00 hrs. on 29/08/2014 and the Tender 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

Tender for supply of following inputs

Components for supply :

- A) Seeds/Rhizome of Elephant Foot (Oal)

General terms & conditions of Tender :-

1. Govt., Semi Govt. Organisations & Registered Seed Producers applying for Tender should have at least 1 year experience of supplying the concerned 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 Tender documents in support of experience, which clearly indicates firm's name and volume supplied with componentwise pricelist.
2. Tender submitted without relevant papers/documents will be rejected.
3. 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.
4. The successful bidder should submit an annual registration fee of ₹10,000/- in the form of demand draft payable to **Mission Director, Bihar Horticulture Development Society, Patna**. The annual registration fee is non-refundable.
5. The firm should furnish a copy of sales tax registration, TIN and VAT number.
6. Telephone No./Mobile No./Email and Full Address of the applicant must be mentioned in Tender Documents.
7. The successful suppliers will have to enter into an agreement with the Bihar Horticulture Development Society covering, inter alias, the following points :
 - i. The seeds/rhizomes supplied must be true to the variety, graded & free from all diseases and pests. In this regards certificate have to submit issued from recognised laboratory/SAU.
 - ii. The seeds/rhizomes shall have to be supplied at the premises of 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. In case of any disagreement or dispute arising between them under or in connection with the supply, the matter shall be settled under the Court of Law within its jurisdiction at Patna.
 - iv. Suppliers will have the full responsibility as per the final supply orders given by Assistant Director Horticulture of concerned districts 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 seeds/available stock/variety and source of production field from where the seeds/rhizomes will be supplied should be clearly indicated and the society reserves the right to inspect these premises.
 - vii. The seeds/rhizomes should be as per the quality specifications mentioned in the Tender notice. Failure to supply as per the quality specifications shall result in for 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 the rest of the quantity to be supplied for every day

delayed till the supply date. Further the supply order still pending after the deadline may be cancelled.

8. 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.
9. Under the Two Bid System, the **Technical Bid** shall consist of all technical details along with commercial terms and conditions and, **Financial Bid** shall indicate unit price for components proposed for.
10. EMD and document costs will be the part of Technical Bids only.
11. **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 bidders will be refunded after the rejection of their Tender 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.
12. The **Technical Bids** along with earnest money and the **Financial Bids** should be **sealed** and submitted by the applicant in separate envelopes duly superscribed as Technical Bid and Financial Bid, respectively and should be put in a bigger envelop superscribing Tender for supply of seeds/rhizomes of Elephant Foot (Oal) and addressed to Mission Director, Bihar Horticulture Development Society, Patna.
13. All the **Bid** 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 Govt., Semi Govt. Organisation & Registered Seed Producer etc. It is mandatory for bidder to indicate serial number on each page of Tender Documents. It is mandatory for the bidder to put serial number on each page of the tender document & submitted to SHM H.Q.
14. Rate proposed in financial bids must be inclusive of all taxes and freight for destination etc. at district headquarters (FOR district head quarters) Financial Bid will be quoted in figures as well as in words. In case of any ambiguity amount quoted in figure, then in words will be considered. The quotation of rate of component must be with respect to desired technical specification of that component mentioned in Tender paper. Bidders should must mention the capacity of supply per month with available stock & place of godown/store situated in the state.
15. Conditional Tender will not be accepted.
16. No claim will be entertained afterwards for any increase in market price or otherwise.
17. **The Technical Bids will be opened first** and will be evaluated by the tender evaluation committee at the society. Only such bid will be evaluated in which required Earnest Money and Tender document cost are deposited along with the Technical Bids and that meets other conditions of the Tender. Evaluation of the Technical Bids, shall be carried out by a committee constituted by the Society, which shall look into compliance of specifications and of other conditions of

Tender document. At the second stage, **Financial Bid of only technically acceptable offers complying with Tender conditions will be opened**, for further evaluation.

18. 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/RTGS. 90% payment will be made upon production of receipt of supply of seed/rhizome, whose number/quantity will be indicated in the receipt. Ten percent (10%) payment will be made after harvesting of that crop for which seed/rhizome have been supplied. If any complaint is received from farmer regarding quality of the seed/ rhizome from sowing to harvesting period of the crop then 10% amount will be seized and shall result in forfeiture of EMD, blacklisting and legal action against the firm.
19. 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 seeds/rhizomes supply is pending in any court as well as the stock mentioned in the Tender is correct.
20. 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.
21. **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 tender notice.**
22. **Tender 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.**
23. Bidders or their duly authorized representatives may be present at the time of opening the main envelope and the Technical bid, at the time and place indicated in the Tender document. Time and Place for opening of Financial Bid shall be immediately after evaluation and shall be communicated through a notice at the office of Mission Director.
24. **Tender 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 Tender papers due to postal delay etc.**
25. Participation in the Tender will automatically imply the acceptance, on part of the participating Government agency of all the terms and conditions of this Tender.
26. Since the Tender has been invited for supply of seeds/rhizomes for above components as well as timely execution of the schemes, so the rate submitted by any firm found to be lowest in any components will be the rate per unit of supply for that component for the firm. In case the successful bidder is unable to supply the required quantities of seeds 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.

27. Seeds/Rhizome of Elephant Foot (Oal) must be true to the variety, graded & free from all diseases & pests.

28. The rate fixed for the above mentioned crops will be valid for one year from the finalisation of Tender date.

Technical Qualification for Bidder :-

i.	Bidder	:-	Should be Govt. Organisation/ Semi-Govt. Organisation/ Registered seed producer having its own production centre and facilities of fundamental infrastructure.
ii.	Bidder's Office	:-	Should have office in Bihar. Store/Godown for storage seeds/rhizomes should also be available in the state of Bihar.
iii.	Bidder's Annual Turn Over	:-	Not less than 50.00 lakh during the last financial year. Furnish I.T. returns of concerned financial year with PAN card.
iv.	Experience	:-	Should have at least one years experience in the concerned field.
v.	Document' Cost	:-	Rs. 1000/- (One Thousand)
vi.	Earnest Money Deposit	:-	EMD will be Rs. 50,000/- (Fifty Thousands)
vii.	Registration Fee	:-	Registration fee will be Rs. 10,000/- which will be non-refundable. It will be essential only for finally qualified bidder.
viii.	Certification	:-	Proof of evidence regarding seeds/rhizomes to be supplied is true to the variety/graded and free from all diseases and pests have been issued from recognized laboratory/SAU.
ix.	Bidder's Sale Tax	:-	Furnish copy of sale tax with TIN/VAT number
x.	Affidavit	:-	From notary stating that the firm has not been blacklisted/ debarred by any state govt./Central Govt. on account of corrupt or fraudulent practices.
xi.	Production Centre	:-	Bidder should have its own seeds Production Centre and will have to facility of storage of said seeds in the state of Bihar.
xii.	BHDS rights	:-	BHDS reserves the right to increase or decrease the quantity, negotiate, accept, distribute the order among the tenderers or reject any or all the tenders without assigning any reason. Evaluation will be done according to the provisions of Bihar Financial Rules, 2005. Payment will be done after verification of quality/quantity of seeds/rhizomes supplied.

Technical Specification

(A) For Inter Cropping

Sl. No.	Component's Name	Specifications	In Annexure VI Rate should be quoted in following term
1	Elephant Foot (Oal)	Seeds must be true to the variety, graded & free from all disease and pests. Seeds should be treated from proper fungicide.	Per Quintal

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

(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 BID**

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 EO
document purchased in person) **(Annexure IIIB)**
- 5. Technical Specification (Annexure IV)**
- 6. Submission of Affidavit** (Annexure V)
- 7. Financial Bid (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**
- 11. Balance sheet of last three years showing 50 lakh turn over in financial
year 2013-14.**

Further, it is certified that the information furnished in this Tender 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 Tender document.

It is also certified that the bidder 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
Tender/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 Tender)

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

Date of Opening of Tender – To be 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 Store/Godown facilities available in Bihar (If yes,
address of store/godown centre)

: 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 5 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 TENDER DOCUMENT COST

(Not applicable for Tender Documents purchased in person)

Tender 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 seeds/rhizome should be true to the variety and graded as well as ready to plant.
2. All the seeds/rhizome should be free from all diseases & pests (A certificate to be submitted at the time of supply)
3. All the seeds/rhizome must be best suited variety for the region.
4. 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/rhizome are genetically pure/true to the variety/graded/free from all diseases & pests with good health.
- Complete lot of seeds/rhizome (..... name of the component) to be supplied is our own production at our own production centre/ farms or borne by other sources (clearly indicate the sources).
- Our firm has never been blacklisted by Govt. of India or any state govt.

FINANCIAL BID
(On Letter head of the bidder)

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 Kg./Quintal & Supply Capacity in one month)
1		Per kg./Per quintal		
2		Per kg./Per quintal		

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 Tender. 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.....