



Government of West Bengal
Office of the District Horticulture Officer, Paschim Medinipur
Department of Food Processing Industries & Horticulture
Zilla Parishad Complex, Midnapur
Phone No: (03222)263955; Email: dhopaschimmedinipur@gmail.com

Memo No. 465

Date- 07.08.2019

NOTICE INVITING E-TENDER- 04/2019

1. Invitation

On line tenders are hereby invited in two bid system from the requeted, experienced, bonafide NHB Accredited Nurseries having sufficient credential and financial capabilities for supplying the following fruit plants to the different Blocks/ Gram Panchayets of any Block in the District of Paschim Medinipur and Jhargram.

STATEMENT OF SUPPLY :

Name of the Item	Variety	Characters & Specifications	Quantity	Place of delivery	Earnest Money	Period of Completion of work	Eligibility of supplier
Sweet Orange (Layering / Budding)	Musambi	As enclosed in Annexure-1	44,480 nos (approx) which may increase by 20% as per field requirement.	At any destination of Block/Gram Panchayet of Paschim Medinipur & Jhargram	Rs. 40,000/-	15 days from the date of issue of supply order	Experienced, Bonafide, NHB accredited nursery having necessary credentials.

- In the event of e-filing, intending tenderer may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of the Digital signature Certificate and submit the Technical Bid as well as Financial Bid online on or before the last date and time given in the Notice Inviting e-tender.

- Earnest Money is to be deposited in favour of Deputy Director of Horticulture, Paschim Medinipur through ICICI Bank Payment Gateway failing which the tender will be treated as informal.
- Both Technical and Financial Bid are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in> as per scheduled date and time. The documents submitted by the bidder should be properly indexed and self-attested with seal.
- The **Financial Offer** of the prospective tenderers will be considered only if the **Technical bid** of the tenderer is found valid by the Tender Committee. The decision of the Tender Committee will be final and binding on all concerned and no challenge against such decision will be entertained.

Date and Time Schedule:

Sl. No	PARTICULARS	DATE & TIME
1.	Date of uploading (Publishing) of N.I.T. and other Documents (Online)	07.08.2019 at 6.00 p.m.
2.	Documents download start date (Online)	07.08.2019 at 6.00 p.m.
3.	Bid proposal submission start date (online)	07.08.2019 at 6.00 p.m.
4.	Documents download end date (Online)	22.08.2019 at 3.00 p.m.
5.	Bid proposal Submission end date (Online)	22.08.2019 at 3.00 p.m.
6.	Last date of Earnest Money Deposit (Online)	22.08.2019 at 3.00 p.m.
7.	Date & Time of opening of technical bids (Online)	24.08.2019 at 3.00 p.m.
8.	Date of uploading of the list of technically qualified Bidders (Online)	To be informed later
9.	Date of opening of the Financial Bid	To be informed later
10.	Location of Bid opening	District Horticulture Office Paschim Medinipur

2. Eligibility criteria for participation in the Tender

- Experienced, bonafide Bidders having Nurseries duly accredited by the NHB (in the name of the Bidder) valid up to the last date of submission of offer in respect of one or more variety of plants including the requisitioned variety.
- The prospective Bidder should have credential for supply of Horticultural saplings of any variety to a State/Central Government Organization or State/ Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals of an amount of Rs. 7 Lakh (Rupees Seven lakh) only in a year within last three consecutive financial years from the date of issue of this Notice.
- The tenderer must submit the copy of the Payment Certificate or Work Completion Certificate along with the respective Order copy, as the case may be, from Competent Authority for supplying the horticultural saplings. The said Certificate should contain the particulars of the items, period of supply and the total value of supply.
- The Responding Tenderer shall have adequate capacity to execute supply order in stipulated time.

- v. The tenderers will be eligible for supplying the plantlets of the requisitioned variety up to their available stock position subject to that quantity for which they have valid NHB Accreditation Certificate on the last date of submission of tender.
- vi. Location of the Nursery and the present stock position should be furnished by the Tenderer in Annexure – II.
- vii. Copies of the audited Annual Report along with Income Tax Returns for the last three consecutive financial years to substantiate financial capabilities should be produced.
- viii. Self-attested copies of PAN Card, GST Registration Certificate, P. Tax Deposit Challan for the year 2018-19, Valid Trade License should be deposited by the Tenderers.
- ix. The Bidders are to submit Bank Solvency Certificate issued after 31.03.2019 of an amount of Rs. 1,00,000/- (Rupees one lakh) along with the Tender documents.

3. Collection of Bid Documents

The tenderer can search and download NIT and Tender Documents electronically from computer once he/ she logs on to the website, as mentioned, using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

4. Submission of Tender

Tenders are to be submitted through online to the website as stated in two folders, one is Technical bid and the other is Financial bid, before the scheduled date and time using the Digital Signature Certificate.

a) Technical Proposal

The technical proposal shall contain the scanned copies of the following –

- NIT with all terms & Conditions (Download and Upload the same digitally signed).
- Application in Annexure – II.
- Valid NHB Accreditation Certificate.
- Credentials for supply of horticultural saplings along with the order copy
- Self-attested Copies of-
 - i) PAN Card.
 - ii) G.S.T Registration Certificate.
 - iii) P. Tax Deposit Challan for the financial year 2018-19.
 - iv) Valid Trade License.
- Bank Solvency Certificate issued after 31.03.2019.
- Audited Annual Report along with Income Tax Return for the last three consecutive years.
- Earnest Money Will be uploaded .

Failure in submission of any of the above documents may render the tenderer liable to be rejected.

b) Financial Proposal

The Financial proposal should contain-

Bill of Quantity (BOQ): - The supplier is to quote the rate online in the space marked for quoting rate per piece in the BOQ against the reserve price assessed by the Department. The rate is to be quoted in figure as well as in words.

The participant will be rejected in case it is uploaded in the Technical Bid.

GENERAL TERMS AND CONDITIONS

1. Earnest Money

I. Online Deposition of Earnest Money

The Tenderers desirous of taking part in the tender have to deposit Earnest Money and Tender Fees through ICICI Bank Payment Gateway. The Earnest Money @ Rs. 40,000/- will be deposited online.

II. Refund of Earnest Money deposit

The Earnest Money of all unsuccessful tenderers will be refunded by the Department within 30 days from the date of finalization of tender on receipt of application from the tenderers. In case of successful tenderer, the Earnest Money deposit will be released after 90 days counted from the date of completion of supply. No interest on Earnest Money will be paid by the Department.

III. Forfeiture of Earnest Money deposit

Earnest Money deposit is liable for forfeiture in the event of :

- a) Withdrawal of offers, while offers are under consideration during the validity period.
- b) Non acceptance of supply order.
- c) Any unilateral revision made by the tenderer during the valid period of the offer.

2. Responsive Tenderer

Prospective applicants are advised to note carefully the minimum qualification criteria before tendering the bids.

Conditional / incomplete tender will not be accepted under any circumstances.

Tenderers fulfilling all conditions and criteria set forth and qualifying in the Technical Bid as well as Making submission of Financial Bid in stipulated manner shall be considered responsive.

3. Quoting the rates in BOQ

- a. The intending tenderers are required to quote the rate online. No offline Tender will be entertained.

- b. Tenderers are to quote the rate per piece for supplying the planting materials at any destination of the Block/Gram Panchayats of the District of Paschim Medinipur and Jhargram.
- c. All Tender prices shall have to be quoted in the BOQ inclusive of all kind of Taxes including packaging, loading, unloading and carrying cost for delivery up to any destination of any Block/Gram Panchayat of Paschim Medinipur & Jhargram district in West Bengal as required in the BOQ.
- d. The price should be firm, final and irrevocable and not subject to any change whatsoever even due to increase in cost of raising of planting materials, other components, Labour cost etc. and any changes or imposition of statutory levies till the completion of supply as per order.

4. Rate Validity

The rate shall remain effective ordinarily up to 31.3.2020 which may be extended further with mutual consent between the bidder and Department unless terminated prematurely at its discretion and satisfaction.

5. Evaluation of Tenders for qualifying in Technical Bid

All Tenders will be evaluated and compared on the basis of the submitted documents.

The Tender Inviting and Accepting Authority will determine the eligibility of each bidder through a Tender Committee. The bidders shall have to meet all the criteria regarding –

- i. Valid NHB Accreditation.
- ii. Experience/Credential.
- iii. Deposition of Earnest Money.

The eligibility of a bidder will be ascertained on the basis of the documents submitted in support of the criteria as mentioned in i, ii, and iii. Above, besides other documents as required for validity of Technical Bid.

During scrutiny, if it comes to the notice of the Tender Inviting Authority that the credential or any other paper is incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.

6. Evaluation of Tender for qualifying in Financial Bid

Evaluation will be done on the basis of qualified technical bids and Rate/Price BOQ for the Tendered item.

7. Inspection of the Nurseries of the valid Tenderer

The Tenderer must upload the available stock of his Nursery in Annexure – II as per the required specification of the Tendered variety. The Nursery may be inspected by an official before issuance of supply order.

During the visit of Nursery of the Valid Tenderer, if it is found that the characteristics of the existing planting materials are not compatible to the specifications of the requisitioned variety, then no supply order will be issued in favour of the Tenderer, even if he is qualified in all other Technical aspects.

Issue of supply order

The supply order will be issued to the L1 Bidder up to the available stock position of the requisitioned planting materials subject to the maximum of the certified capacity of the NHB.

Further, the total requirement may increase/ decrease by 15% to 20% or substantially more/ less of the quantity as mentioned above from time to time.

Before issuance of supply order, the Tender Inviting Authority may physically verify the credentials and other documents of the lowest tenderer if found necessary. After verification, if it is found that the documents submitted by the lowest tenderer are either manufactured or false, in that case supply order will not be issued in favour of the said tenderer under any circumstances and the Earnest Money deposited to this effect will be forfeited.

9. Splitting of Orders

The Department may decide to split the order amongst two or more tenderers according to exigencies of the cases at L 1 rate. Following principle will be observed for distribution of supply amongst different suppliers –

- i. First priority will be given to the L1 Bidder up to the available stock position subject to the maximum of the certified capacity as mentioned in the valid NHB Accreditation Certificate of the L 1 Bidder.
- ii. The quantity of requirement in excess of clause (i.) above will be offered to L-2 Bidder up to his available stock position subject to the maximum of the certified capacity mentioned in the NHB Accreditation Certificate of L-2 Bidder, if L-2 Bidder agrees to supply at L- 1 rate.
- iii. The above procedure will be followed for the Bidder/s other than L-1 and L-2, if required.

10. Completion period of supply

The Supplier shall undertake to complete the supply within 15 days from the date of placing the supply order.

11.Changes in Specifications

The Department may require any changes in specifications, the supplier shall use his best endeavour to comply with the Department's requirement in respect of specifications.

12.Adherence to the prescribed Specifications

No deviation from the specifications prescribed by the Department will be accepted by the Authority.

13.Right to accept any bid and / or to reject any or all bids

The Department reserves the right to accept or reject any or all bids and to annul the tendering process and all bids prior to issue supply order, without thereby, incurring any liability to the affected tenderer or tenderers or any liability to inform the tenderer of the ground for such action.

14.Delay in supply

It is emphasized by the Department and understood by the supplier that the period of delivery, Stipulated in the supply order is the essence of the work. It is admitted by the supplier that any delay in delivery may obviate the necessity of supply and thereby affect the interest of the Department. If

the reason of delay is beyond the control of the Tenderer, then it should be communicated to the Department in writing for its necessary intervention.

15.Defaults

If the Tenderer fails to deliver any or all of the planting materials within the time specified in the supply order due to his own fault or insufficiency, a sum equivalent to 0.5% of the price of the delayed materials will be deducted for each day of delay until actual delivery upto maximum 5% of the price of delayed materials. Once the maximum is reached, the Department may by written Notice to the Tenderer, terminate the Tenderer to proceed with any or all of the necessary part of the supply. Such failure on the part of the Tenderer will result in the forfeiture of Earnest Money and debar him to take part in the Tender process of the Department for the next three consecutive years.

16.Delivery upto Block / Gram Panchayet Level

The Tenderer has to supply the indented item up to Block / G.P. level of the concerned District within 15 days (fifteen) from the date of issue of supply order. The delivery time will be within 10 a.m. to 5 p.m. The materials will be checked by the recipient Authority at the point of delivery. Sufficient time will be provided by the Bidder for checking the quality of the supplied materials at delivery point. It is estimated that more or less one hour will be required for cheaking of one thousand plants approximately.

In case of any substandard supply/ mortality, the Recipient Authority will send the report within 60 days from the date of delivery of planting materials and the supplier will have to replace the said quantity within 7 (seven) days from the date of communication, otherwise the value of this quantity will be deducted from their Bill. No extra claim will be entertained for such replacements.

17.Disputes

Any dispute arising out of noncompliance of any Terms and Conditions of the Tender, it shall be referred to sole Arbitrator, who shall be appointed by the Department in accordance and subject to the provision of the Arbitration and Conciliation Act, 1996.

18.Negotiations

It is clarified that normally no rate negotiation will be done and therefore the Tenderer should quote their lowest prices only, however, the Department may negotiate the rates in exigencies, if required to do so.

19.Payment of Bill

Payment will be claimed by the Tenderer on submission of the Bill in duplicate along with receipt challans duly certified by the recipient Authority. Payment will be released to the Supplier on receipt of the same from the concerned ordering authority i.e on back to back basis. Concerned Statutory deduction, if any, will be deducted from the supplier's bill. No Mobilization Advance and Secured Advance will be allowed.


Deputy Director of Horticulture
Paschim Medinipur

Copy forwarded for information to :-

1. The Director of Horticulture (Technical), Benfish Tower, GN-31, Sector-V, Saltlake, Kol-91.
2. The Sabhadhipati, Paschim Medinipur Zilla Parishad/ Jhargram Zillah Parishad.
3. The District Magistrate, Paschim Medinipur/Jhargram.
4. The Additional District Magistrate (Development), Paschim Medinipur/Jhargram.
5. The Karmadhyakshya, Krish-Sech-O-Samabay-S-Samity, Paschim Medinipur Zilla Parishad/ Jhargram Zillah Parishad.
6. The District Information & Cultural Officer, Paschim Medinipur.
7. The Deputy Director of Agriculture (Admn.), Paschim Medinipur/ Jhargram.
8. The District Horticulture Officer, Jhargram.
9. The Sub-Divisional Horticulture Officer, Kharagpur/Jhargram, Paschim Medinipur/Jhargram.
10. The Savapati (All), Paschim Medinipur and Jhargram District.
11. Executive Officer (All), Paschim Medinipur and Jhargram District.
12. Field Consultant (All), Paschim Medinipur and Jhargram District.
13. Office Notice Board.

Bag 7.8.2019
Deputy Director of Horticulture
Paschim Medinipur

Annexure – I

Name of the Item : Sweet Orange (Layering/ Budding)

Variety : Musambi

Quantity – 44,480 (approx.)

Desirable technical characteristics :

Sl. No	Characters	Specifications
1	Basal Diameter of Sapling	1-1.5 cm
2	Height of plant	Not less than 45 cm.
3	Foliage	Healthy, green and actively growing.
4	Root system	Well established and profuse root.
5	Disease / pest (Health standard)	Healthy and free from pest and diseases.
6	Packaging	Well settled in Poly-pack.

Annexure – II
Application for participation in Technical bid

To,
The Deputy Director of Horticulture
Paschim Medinipur
Zilla Parishad Complex
Paschim Medinipur
PIN: 721101

Sub : Supply of planting materials

Ref. No. N.I.T. No. Dated.....

Sir,

Having examined the terms & conditions of the above NIT, I do hereby submit the following information and relevant documents for furtherance of my proposal for participation in the tender –

Eligibility Particulars

Sl. No.	Particulars	Details thereof
1	Name of the Tenderer	
2	a) Full Office address	
	b) E-Mail I.D.	
	c) Mobile No.	
3	Name of the contact person with Mobile Number	
4	Location of the Nursery and present stock position	Location : Variety Name : Stock position : no.
5	Eligibility particulars of the <i>Tenderer</i> (Scanned copies to be uploaded)	
	a) E.M.D.	Yes / No
	b) NHB Accreditation	Date of Issue
	c) Credential	(i) Rs. of 2016-2017 (ii) Rs. of 2017-2018 (iii) Rs. of 2018-2019
	d) PAN Number	
	e) G.S.T. Registration No.	
	f) P.Tax receipt for 2018-19	Whether submitted – Yes/No.
	g) Valid Trade License	Valid up to-
	h) Audited Annual Report along with Income Tax Return for the last three consecutive years	Whether submitted – Yes/No.
6	Any other points considered to furnish	
7	Bank Solvency Certificate of at least one lakh issued after 31.03.2019	Whether submitted – Yes/No.

UNDERTAKING

1. I undertake that all of the above information and documents furnished against the prescribed columns are true to the best of my knowledge and belief.
2. I have also gone through all the terms & conditions meticulously and I undertake to comply with same sacrosanctly.
3. The Earnest Money, Tender Fee and all other documents required for qualifying the technical bid have been submitted online.
4. The rate quoted by me will be valid and binding upon me for the entire period as stipulated in the NIT.
5. If I fail to complete the supply within the period stipulated in the supply order due to my own fault / inconvenience, the Department shall reserve the right to impose penalty and forfeit the Earnest Money deposited by me in this regard and also debar me from participation in the Tender process of the Department for the following 3 (three) consecutive years.
6. I shall maintain the characteristics and specifications of the saplings as per NIT and shall replace the sub-standard materials at my own cost within the stipulated period of supply.
7. I undertake that I have not been debarred / delisted by any State/Central Government Organization or State/Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals during the last three consecutive years up to the last date of submission of Tender.

Date :

Place :

Signature of the Applicant