

**GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF AGRICULTURE & FARMERS WELFARE
OFFICE OF THE ADDL. DIRECTOR OF AGRICULTURE (HORTI.)
BOTANICAL GARDEN, PUDUCHERRY**

SCHEDULE

Limited Tender Enquiry for supply of Tools and Implements as per the specification during the year 2019-20.

The Office of the Additional Director of Agriculture (Horti), Botanical Garden, Puducherry intends to purchase of **Tools** and **Implements** for immediate supply from Manufacturers / Distributors/ organizers / Cooperative societies / Farmers federation / Farmers Producer Companies / Distributors / Dealers, etc., under **two bid system**. The items proposed are to be purchased for distribution to horticulture growers of Puducherry region through the Farmers Producer Company registered under Societies Act XXI of 1860 at subsidized cost under the scheme for "Integrated Horticulture Development Programme through Diversification in Agriculture" during 2019-20.

TWO BID SYSTEMS:

Two separate sealed envelopes (Technical Bid & Financial Bid) should be submitted as per the details given hereunder.

1. TECHNICAL BID - "COVER - A" (SEALED)

This envelope should be addressed to **THE ADDITIONAL DIRECTOR OF AGRICULTURE (HORTI), BOTANICAL GARDEN, PUDUCHERRY** and marked as **"TECHNICAL BID - "COVER - A"-TECHNICAL BID FOR SUPPLY OF TOOLS AND IMPLEMENTS"** should contain EMD and Tender document fee and Technical bid as per the pro-forma duly filled in and printed on letter head of the tenderer. Technical specification should be clearly mentioned against each item along with a sample of each item, which should be very neatly packed and shall be handed over along with the pro-forma (Tenderer should invariably mention their name and complete address etc., on left hand side of envelope for clear identification)

2. FINANCIAL BID - "COVER - B" (SEALED)

This envelope should be addressed to **THE ADDITIONAL DIRECTOR OF AGRICULTURE (HORTI), BOTANICAL GARDEN, PUDUCHERRY** and marked as **"FINANCIAL BID - "COVER - B" - FINANCIAL BID FOR SUPPLY OF TOOLS AND IMPLEMENTS"** should contain the rates filled in as per the pro-forma. (Tenderer should invariably mention their name and complete address etc., on left hand side of envelope for clear identification)

3. Both the envelopes should be placed in one big sealed envelope superscribed as **"TENDER FOR THE SUPPLY OF TOOLS AND IMPLEMENTS"** due for opening on 29/01/2020 by 2:00 PM. The sealed tenders should be delivered in the office of **THE ADDITIONAL DIRECTOR OF AGRICULTURE (HORTI), BOTANICAL GARDEN, PUDUCHERRY**, before 5.00 PM on 28/01/2020. Tenderer must affix the seal and write their address on each envelope.

TERMS AND CONDITIONS OF THE TENDER: -

1) The tender shall be accompanied with interest free **EMD of Rs. 10,000/- and the cost of tender document Rs.525/- (including GST) separately** along with "Technical Bid" in the form of **Demand Draft drawn in favour of THE ADDITIONAL DIRECTOR OF AGRICULTURE (HORTI), BOTANICAL GARDEN, PUDUCHERRY, Payable at Puducherry.** Tenders without EMD and Tender Document fee will be summarily rejected. Outstanding amount, if any, from the tenderer with O/O ADA(H) will not be considered as EMD.

2) **QUANTITY DETAILS - Tenders are invited for supply of Tools and Implements, which are to be supplied as per the details mentioned in the proforma – Financial Bid.**

3) The rate should be offered for the supply FOR at Puducherry destinations inclusive of all taxes in the Financial Bid. The loading & unloading charges are to be borne by the tenderer and rate will be valid for six months from the date of submission of bid documents.

4) The Additional Director of Agriculture (Horti), Botanical Garden, Puducherry will place the purchase order in two or more phases as per the requirement during the prescribed time limit.

5) If samples of goods are required and submitted by the bidder as part of the evaluation, as specified in the Technical Specifications, such samples will be returned to the bidder only after completion of all the indented supply.

6) The successful tenderer has to execute an agreement on non-judicial Stamp Paper of Rs.100/- within seven days of communication of acceptance of tender.

7) The guarantee on the quality of the products supplied, compliance of requisite standards (ISO, BIS, etc.,) would be given by the tenderer. In case of any complaint, the tenderer will be responsible for any damage/losses to the products supplied and will compensate the affected farmers within one month from the date of communication on the recommendation of the Enquiry Committee.

8) The Settlement of the disputes if any shall be subjected to the jurisdiction of the Court at Puducherry only.

9) If any dispute arises on this transaction, the decision of the Additional Director of Agriculture (Horticulture), Puducherry will be final.

10) The Tender committee reserves the right to accept or reject any or all tenders without assigning any reason thereof.

11) In case of delay in supply of total or part of indented quantity as specified in the supply schedule or cutoff date given in the supply order, the Department will impose a **penalty of 2%** of the supply value.

12) **As per given competitive rate and popularity of tools and implements, Department of Agriculture and Farmers Welfare reserves the right to purchase any item and quantity of Tools and Implements considering the requirement of the farmers.**

13) The tenderer should provide the offer rate in the Financial bid as per the requirement.

14) The **Tools** and **Implements** supplied by the successful tenderer shall be as per the specifications prescribed in the tender document.

15) The tenderer should not have been blacklisted by Govt. or any other institutions.

16) The tenderer must provide the copy of the valid License (Manufacturers / Dealer) for selling **Tools** and **Implements** and should possess valid GST No., GST Registration Certificate & PAN No., etc.,. Copies of all the above documents to be enclosed.

17) The bid must include a manufacturer's brochure or leaflet describing the equipment being offered to enable your specifications to be verified. All brochures and leaflets submitted must be written in the English/Tamil language or a translation into the English/Tamil language.

18) Filled in tender complete in all aspects should be submitted in **Two Bid System i.e. Technical bid (Cover-A) and Financial Bid (Cover-B) in Two-cover system. Both the packets** are to be put in to another packet superscribed as, "Tender for supply of **Tools** and **Implements** during 2019- 20".

19) The Tender document shall be downloaded from the Department of Agriculture & Farmers Welfare website <http://agri.py.gov.in/>.

20) The tenderer should possess at least one year experience in the supply of the above said tools and Implements to Govt./Quasi Govt./Autonomous bodies etc. Copy of the relevant supply order/work order to this effect shall be enclosed in the technical bid.

21) **Technical Bid:**

(i). The tenderer has to sign in all the pages of the tender schedule and the copies of the enclosed documents. The tender document complete in all aspects shall reach the Office of Additional Director of Agriculture (Horti), Botanical Garden, Puducherry **on or before 28/01/2020 upto 05.00 PM** either in person or through Speed post/Regd. Post. The Department of Agriculture & Farmers Welfare, Puducherry shall not be responsible for the postal delay.

The following documents should be enclosed in the **Technical Bid "Cover - A"**

- a. A copy of GST Registration Certificate.
- b. A Copy of PAN card.

- c. A Copy of Dealership certificate/Manufacturer's license, etc.
- d. Payment details of EMD (in the form of Demand Draft/Bankers cheque/ Bank Guarantee) and Tender Document Fee.
- e. Copy of brochures, leaflets of Farm Equipments/Implements containing the specifications of claim.
- f. Sample of each item.
- g. Experience certificate/details as mentioned at S.No. 20.
- h. Supporting document to claim EMD exemption.

Note: EMD is exempted to the suppliers registered with

- (i). National Small Industries Corporation (NSIC)**
- (ii). Ministry of Micro, Small & Medium Enterprises (MSME)**

Financial Bid:

The Tenderer has to quote the rate for each item of Tools and Implements inclusive of all costs, viz., taxes, packing materials, outer packing, transport, etc.,

- h) **Before quoting the rate, the tenderer should read the terms and conditions of the tender carefully. If the supplier has any doubt as to the meaning of the condition/s or the operation/s thereof, he shall get it clarified before submitting the tender. No complaints whatsoever shall be entertained once the tender form is submitted.**
- ii) The supplier should submit his postal address, telephone numbers and other details in the tender form.
- iii) Offers with alternatives to the specifications given in the tender schedule shall also be summarily rejected.
- iv) Conditional tender shall not be considered. The Department of Agriculture & Farmers Welfare, Puducherry, shall not be bound to give reasons for the refusal to consider the tender with deviations.
- v) The Financial bid of only eligible tenders in technical bid will be admitted for financial bid evaluation.
- vi) Successful Tenderer shall be required to supply the ordered quantity within 7 days from the date of receipt of the supply order.

22. SPLITTING OF TENDER-The Tender Committee reserves the right to split the order amongst more than one tenderer at the lowest rate after due negotiation if required considering the capability of the firm for timely completion of supply. The tender committee will decide number of tenderer amongst whom the order shall be splitted.

23. During the course of processing/dispatches, the Department of Agriculture & Farmers Welfare, Puducherry, representative will be authorized to visit manufacturing/sale units for verification of authenticity. In case defective stock is detected at point of use, the cost of such stock will not be paid by the Department of Agriculture & Farmers Welfare, Puducherry and in case if it is already paid, the same shall be recovered from other dues payable to the supplier.

- c. A Copy of Dealership certificate/Manufacturer's license, etc.
- d. Payment details of EMD (in the form of Demand Draft/Bankers cheque/ Bank Guarantee) and Tender Document Fee.
- e. Copy of brochures, leaflets of Farm Equipments/Implements containing the specifications of claim.
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TECHNICAL BID (COVER A)

I/we _____ (Name
and address of the Supplier) have read the terms and conditions of the Tender
No..... Dt.....and hereby agree to abide by the said conditions.

Name and address :- -----

- a. Telephone No, Mobile No.& Fax No. if any:- _____
- b. E-Mail I.D _____
- c. Party's GST No and Copy of GST Registration Certificate. :- _____
(Please attach Xerox copies)
- d. Party's PAN NO : - _____ (Please attach
Photocopy)
- e. Valid License for Stocking and Selling of Garden Tools and
Implements (Please attach photocopy) :-

Place :

Date :

(Signature of the supplier)
with Seal

Enclosure:- As above. (All the copies of the
documents as required under Sl. No. 21 of
the tender document)

FINANCIAL BID (COVER B)

From

To

The Additional Director of Agriculture (Horticulture),
Botanical Garden, Puducherry 605001

Sir,

With reference to your tender no..... dt., I/we hereby quote our most competitive offer for supply of Garden Tools & Implements as per the terms & conditions and specifications provided by you.

The particulars of offer in Rs. per unit (FOR Puducherry) in packing for supply are given below.

Sl. No.	Name of Item	Specifications	Qty (No's)	RATE / Unit (In Rs.) (inclusive of GST)	Total Amount (inclusive of GST)
1.	Power sprayer	15 L HDPE tank: brass inlet-outlet: metal starter: 2-stroke engine: 25-30 cc capacity: 60 cm metal lance. 100-120 cm long delivery hose line with brass fittings at both ends.	25		
		20 L HDPE tank: brass inlet-outlet: metal starter: 2-stroke engine: 25-35 cc capacity: 60 cm metal lance. 100-120 cm long delivery hose line with brass fittings at both ends.			
2	Coconut dehusker	Manual, Hard Metal, Sharp Pointed edge. Weight 2.5kg: Height 55 cm	250		
3	Power Weeder	4-5.5HP; 125cc to 300 cc; 4 stroke Diesel; cultivation width 40-65", Depth 1" to 4" ; Gear-1 Forward and 1 Reverse.	25		
		5-6 HP; 190 - 225 cc; 4 stroke; Petrol; cultivation width 36", Depth 1" to 6" ; Gear-1 Reverse and 2 Forward			
		8.5 HP; 400 to 425 cc; 4 stroke Diesel; cultivation width 50-55", Depth 10" ; Gear-2 Forward and 1 Reverse.			

Date: _____

Place : _____

Yours faithfully.

Signature _____

Name: _____

(Complete Address) _____

Phone No. _____

E. Mail _____

Seal