

OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, KHORDHA

Tele Phone/ Fax No. 06755-223067 Email: cdvokhordha@gmail.com

**TENDER CALL NOTICE**

No. 662

Date 27.01.2023

**SEALED TENDER INVITATION FOR PROCUREMENT OF MATERIALS FOR IMPLEMENTATION OF BACKYARD AZOLLA CULTIVATION BY FARMERS FOR LIVESTOCK CONSUMPTION**

Tenders are invited in sealed cover in two bid system, from wholesalers/ Distributors / C & F agencies and Retail Suppliers to participate in competitive bidding for supply of the following input materials for Backyard Azolla cultivation during the year 2022-23.

Sl No	Name of the Item	Quantity to be procured	Govt Approve rate Including all taxes & GST
1	Silpaulin cloth - UV resistant, 120 GSM, size (9' x 9') Sq ft	500 units	Rs.1400/- for 2 peice
2	Single Super Phosphate	500kg	Rs.20/- per Kg
3	Neem based pesticide liquid - 100 ml pack	250 units	Rs.60/- pack
4	Plastic bucket - 10 ltr capacity	250 units	Rs.80/- per Bucket
5	Strainer ( A device having holes punched on it or made up of crossed wires separating solids from liquids) - 1 ltr capacity	250 units	Rs.40/- per strainer

Bidders have to submit technical bid in one sealed envelope and price bid in another sealed envelope. The bid can be submitted to the under signed through Regd. Post/Speed Post and reached on or before Dated-16.02.2023 by 2:00 PM. or can be dropped in Sealed drop box kept for the purpose at office of the under signed on or before Dated-16.02.2023 by 2:00 PM. BIDs reached beyond the scheduled date and time will be rejected.

Tender papers can be down loaded from NIC Khordha website <https://khordha.nic.in>. Other details information about this tender is available on this website.

The Technical bids of the tender will be opened on Dated-16.02.2023 at 2:30 PM by Tender evaluation committee in presence of Bidder or his authorized representative at the office of the under signed. Absence of Bidder or his authorized representative at the scheduled date and time will not be a bar for opening the tender. The Financial bids of the tender will be opened on Dated-16.02.2023 at 4:00 PM by Tender evaluation committee. In case of any change in date and time of opening the bid, it will be displayed in office notice board and NIC, Khordha site.

The bidder has to submit all the required documents mentioned in **General Term and Conditions at Point 'B'**. Non-submission of any document and tender submitted in any inappropriate manner / may be liable for rejection.

  
Chief District Veterinary Officer

**KHORDHA**

Memo No.663 Date.27.01.2023

Copy forwarded to the District Informatics Officer, NIC, Khordha for information with a request to host the notice in the District Website for wide publication.

  
Chief District Veterinary Officer,  
KHORDHA

Memo no. 664 /dt.27.01.2023

Copy to notice board of this office/ Collectorate, Khordha / CDO-Cum-Executive Officer, Khordha for display.

  
Chief District Veterinary Officer,  
KHORDHA

Memo No.665 Date.27.01.2023

Copy forwarded to the Deputy Director, Khordha & BVO Banapur, Chilika, Tangi, Bolagarh, Begunia, Jatni, Bhubaneswar, Baliana, Balipatna for information with a request to host the notice in the office notice board for wide publication.

  
Chief District Veterinary Officer,  
KHORDHA

Memo No.666 Date.27.01.2023

Copy submitted to the Director, Animal Husbandry & Veterinary Services, Odisha, Cuttack for favour of kind information and necessary action.

  
Chief District Veterinary Officer,  
KHORDHA

## GENERAL TERM AND CONDITIONS OF TENDER

### A. Terms and conditions

The bidder(s) shall have to submit their quotation in separate sealed envelopes, i.e. one for technical bid by super scribing Cover "A" (Technical Bid) & Cover "B" (Price Bids). The Technical Bid and Price Bid should be put into a third Cover, which should be superscribed as "PROCUREMENT OF MATERIALS FOR IMPLEMENTATION OF BACKYARD AZOLLA CULTIVATION" and should be addressed to the

**Chief District Veterinary Officer, Khordha,  
At/PO / District- Khordha  
PIN-752055**

The bid documents can be sent through Regd. Post/Speed Post or can be dropped in Sealed drop box kept for the purpose at office of the under signed on or before Dated-16.02.2023 by 2:00 PM.

1. The quotationers should not quote the rate for any item other than the items specified in the list.
2. The GST shall be charged as per the guidelines given by the Finance Dept., Govt. of Odisha/India from time to time.
3. The quotationer should quote the price of items equal or less than the **Govt Approve rate Including all taxes & GST**. If any bidder quotes higher than the **Govt Approve rate**, then the Tender committee will take the final decision.
4. The purchaser reserves the right to reject the lowest or any other bid or all bids any time without assigning any reason what so ever.
5. Bids should be prepared clearly and without any overwriting and corrections. Erasures and other changes shall bear the dated initial of the person signing the bid.
6. In the event of discrepancy or arithmetical error in the schedule of price, the decision of the purchaser shall be final and binding on the bidder.
7. The tender document must accompany a bid security amount of Rs. 8225/- (Rupees Eight thousand two hundred and twenty-five only, refundable to unsuccessful bidders) payable by account payee demand draft or bank guarantee form from any of the commercial banks with validity 60 days beyond the final BID validity period.
8. The bidder shall have to submit performance security @ 5% of the supply order value of approved items within 10 days of issue of letter of intent (LOI) in form of Demand Draft drawn in favour of Chief District Veterinary Officer, Khordha payable at Khordha / Irrevocable Bank Guarantee from any Nationalized / Scheduled Bank in favour of the Chief District Veterinary Officer, Khordha in the format as given in Annexure-IV with validity for a period of 24 months from the date of execution of it. (Model BG form is attached herewith).
9. Should have experience of supplying similar materials to any Govt. of Odisha Veterinary Institution for at least one year in last three years.
10. Should have valid up-to-date TAX (Income Tax & GST) return certificate.
11. Should have valid PAN Card, GST registration.
12. Bidders who have been blacklisted either by the Tender inviting authority or by any State Govt. or Central Govt. organization are not eligible to participate in the tender for that item during the period of blacklisting.

*T. C. Ray*  
12/02/2023

13. The price of the item should be quoted inclusive of insurance, packing, forwarding, freight (door delivery) but exclusive of GST if any as per the format given below as FINANCIAL BID- COVER-B.
14. The total cost of all the items in the list should be quoted both in figures and words. Only two decimal points (paise) will be taken into consideration ignoring the rest digits. **In case of difference in words and figures, words will be taken into consideration for evaluation.**
15. The bidders can't withdraw their bid after opening of technical bid, within the **minimum bid validity period of 180 days** & also after accepting the Letter of Intent.
16. The bid documents should be clearly written/typed without any correction, interpolations, and overwriting. Each page of the bid documents should be self-attested and bear the dated signature of the bidder. If any information or document furnished by the bidder is found to be misleading/incorrect at any stage, the bid will be rejected.
17. In the event of the last date of submission of bid being declared as a holiday for the purchaser's office, the last due date submission of bids and opening of bids will be the next following working day & same time.
18. The purchaser reserves the right to have a window period of six months after declaration of the successful bidder and award of purchase order without assigning any reason thereof.

**B. Documents to be submitted with the Technical Bid (COVER-A)**

1. BID security amount of Rs. 8225/- (Rupees Eight thousand two hundred and twenty five only payable by account payee demand draft /Bank guarantee form from any of the commercial banks with validity 60 days beyond the final BID validity period.
2. Copy of acknowledgement receipt of I.T Return for any last three assessment years from 2019-20, 2020-21, 2021- 22; 2022-23
3. Copy of latest up-to-date GST payment receipt.
4. Photocopy of PAN CARD & GST registration certificate.
5. Proof supply to any Govt. Veterinary institution for at least one year in last three years (LoA/ LoI as proof).
6. Declaration of not been blacklisted by any Govt. institution.
7. Copy of 1<sup>st</sup> page of bank pass book or a cancelled cheque as proof of Bank Account details.

**All the sheets of technical Bid along with bid document shall be numbered and duly self attested by the bidder.**

**C. Evaluation :**

1. The cover A and the cover B will be opened on the same day

*FC Rayen*  
22/01/2023

2. The bid documents will be opened in presence of the bidders or their representatives. But absence of any bidder or their representative is not a bar to stall the process.
3. The bidder should mention their Bank Account no. and IFSC code in the technical bid
4. The bid document (whole / part) will be rejected, if any of the documents are wanting/not found with the bid:
5. Quotation papers will be evaluated as per the requirement of the technical bid (Cover A) and the price bid (Cover-B) shall be opened only for the bidders who will qualify in the technical & sample evaluation (where samples are required).
6. The bid evaluation will be on LCBS after qualified in technical bid.
7. The lowest responsive bidder that is L-1 for each item (out of technically qualified bidders) will be decided on the basis of lowest cost quoted for each of the items.
8. If the approved lowest eligible supplier fails to supply items within the stipulated period of rate contract, to meet the need, the tender inviting authority reserves right to procure the same from the L2/ L3 suppliers at L1 rate, if they agree to supply at L1 approved rate or negotiated rate and claim the performance security amount from the defaulter firm by invoking the rights conferred in Banker's Guarantee form.

**D. Delivery:**

- **Delivery of Supply shall be completed** within 15 days from the date of issue of purchase order as mentioned in the purchase order and the delivery shall be made to the **Central Store of Chief District Veterinary Officer, Khordha.**
- 100% payment shall be made after submission of stock entry certificate(s) by the competent authority and as per the availability of funds. Under no circumstances the supply should be interrupted as regards to payment.
- 9. If any product after use found to be **"Not of Satisfactory Quality"/Not as per the parameter/ gives adverse reaction upon consumption"**, such item will be declared as **"Not of Satisfactory Quality"** on the basis of the report of the concerned end user institutions under the jurisdiction of the undersigned. The said product shall be frozen. The supplier has to replace fresh stock equal to the purchased quantity and take back the frozen stock at his own cost. In case the supplier fails to replace the stocks, the Performance Security shall be forfeited and the amount will be claimed by invoking the rights conferred in Banker's Guarantee form.

No further purchase order will be placed to the firm / supplier for the item(s) and the firm / supplier will be blacklisted/debarred from participating in any quotation/tender floated in future for three years.

*The authority reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.*

**Arbitration-** All legal disputes, if any relating to purchase etc. are subject to jurisdiction in the courts of law situated in Khordha or High Court of Odisha.

*J. Prakash*  
27/01/2023

ANNEXURE-I

DECLARATION FOR NOT BEEN BLACKLISTED

We of M/S \_\_\_\_\_ who \_\_\_\_\_ is  
a manufacturing unit/wholesaler/distributor/C & F agent/Retailer certify that we have not been blacklisted by  
any Govt./Corporate institution in last five years. We further certify that if we are found to be the same, we  
authorize the CDVO, Khordha to reject the tender/Contract/LoA/LoI without assigning any further reason.

Signature of Proprietor/Authorized person  
with seal of

Name of the  
Manufacturing Unit/Wholesaler/  
Distributor/C & F Agent/ Retailer

*9 Crayler*  
*27/01/2023*

## Annexure- II

**COVER-A**  
**Technical Bid**  
**(To be filled in & Submitted with the documents)**

1.	Name of Proprietor / Partner / Director. (In Capital letters)	
2.	Details of name of the firm and address (Registered Office and Operating Branch)	Office:- Residence:- Mobile :- e-Mail I.D.:
3.	Details of amount of Earnest Money Deposit	
4.	GST Registration No. (Photo copy of last GST Clearance certificate to be attached)	
5.	Income Tax Account No. (Photo copy of PAN to be attached)	
6.	I.T Return for any last three assessment years from 2019-20,2020-21,2021- 22; 2022-23	
7.	Details of credentials of similar nature of work if any. (Photo copy of work order to be attached)	
8.	BANK details (Banking name, Bank name, Account no. IFSC code)	

**D E C L A R A T I O N**

- I ..... Son / Daughter / Wife of Shri ..... Proprietor / Partner / Director / authorized signatory of the agency mentioned above that I am competent to sign this declaration and execute these tender documents.
- I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
- The information / documents furnished along with the above application are true & authentic and to the best of my knowledge and belief. I / we do hereby undertake that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides accruing of liabilities towards prosecution under appropriate law

**NB- The technical bid will have to be submitted along with other documents mentioned above.**

Place

Signature of Authorized person

Date

Full Name:

*Prakash*  
27/01/2023

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Annexure-III

**COVER-B**  
**Financial Bid**

Agency/ Firm name-

Address

Sl.no.	Particulars of item	Base price (Rs) including all charges	Units	GST (Rs)	Total cost (Rs)
	<b>Total</b>				

Place

Signature of Authorized person

Date

Full Name:

Seal

*Handwritten signature and date: 22/01/2023*

**Annexure- IV**

**Model Bank Guarantee Format for Performance Security**

[Ref. Para 22(i)]

To

**The Chief District Veterinary Officer, Khordha**

WHERE AS..... (Name and address of the supplier) (Here in after called "the supplier") has undertaken, in pursuance of contact no.....dated..... to supply.....(description of goods and services) (here in after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligation in accordance with the contract.

AND WHEREAS we have agreed to give the supplier such a bank guarantee; NOW THEREFORE we here by affirm that we are guarantors and responsible to you on behalf of the supplier, up to a total of .....(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show ground or reasons for your demand or the sum specified therein.

We here by waive the necessity of your demanding the said debt from the supplier before presenting us with the demand. We further agree that no change or addition to or other modification of the terms of the contract to be Performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification. This guarantee shall be valid until the .....day of .....20.....

We the.....Branch.....undertake not to revoke the guarantee during its currency except with the previous consent of the Chief District Veterinary Officer, Khordha in writing.

We the.....Branch..... further agree that a mere demand by Sub Divisional Veterinary Officer, Bhubaneswar, is sufficient for us ..... Branch at \_\_\_\_\_ to pay the amount covered by the Bank Guarantee without reference to the Agency and protest by said Agency cannot be a valid ground for us ..... Branch to decline payment to Chief District Veterinary Officer, Khordha

(Signature of the authorized Officer of the Bank)

Name and designation of the Officer

.....

Seal, name & address of the Banks  
and address of the Branch

*[Handwritten signature]*  
27/01/2020