

**GOVERNMENT OF MEGHALAYA
DIRECTORATE OF SERICULTURE AND WEAVING: SHILLONG
DEPARTMENT OF TEXTILES.**

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Email id: dirswgovt_megh@hotmail.com

Fax No. 0364-2223279

No. SW(Plng)/Qtn- NERTPS/14/2020/48,

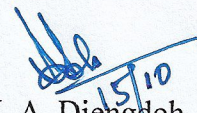
Dated, Shillong the 15th October, 2020

NOTICE INVITING QUOTATION

The Directorate of Sericulture & Weaving, Department of Textiles, Meghalaya, Shillong invites Notice Inviting Quotation (NIQ) from the intending manufacturers/authorised dealers/Govt. registered firms for supply of Sericulture materials under Integrated Scheme For Development of Eri Silk Industry in Ri-Bhoi District of NERTPS during 2020-2021 funded by Ministry of Textiles, Govt, of India and other schemes implemented by the Directorate of Sericulture & Weaving, Department of Textiles, Meghalaya, Shillong. The Quotations shall have to be submitted in **2-bids system: Price Bid and Technical Bid**. Sealed Notice Inviting Quotation duly affixed with Court Fee Stamp of ₹1000/- (Rupees One Thousand) only will be received by the undersigned up to **1:00 hours** on the **2nd November 2020**. The quotation will be open on the same day at **4:00 pm** in the office chamber of the undersigned in presence of quotationers or their authorised representatives if any. Tenders received after due date and time either by hand or by post will be rejected.

The detailed particulars of the materials, items and specification including the terms and conditions may be obtained from the office of the Directorate of Sericulture & Weaving, Department of Textiles, Meghalaya, Shillong on all working days. For more details please log on Departmental Website: www.megseriloom.gov.in

Yours faithfully


Shri I. A. Diengdoh
Director,
Sericulture & Weaving
Department of Textiles
Meghalaya, Shillong

WB

**GOVERNMENT OF MEGHALAYA
DIRECTORATE OF SERICULTURE AND WEAVING: SHILLONG
DEPARTMENT OF TEXTILES: SHILLONG.**

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No. SW(Plng)/Qtn- NERTPS/14/2020/36,

Dated, Shillong the 15th October, 2020

**QUOTATION NOTICE BOOKLET
CONTAINING
BIDDING DOCUMENTS FOR PROCUREMENT OF SERICULTURE MATERIALS
UNDER NORTH EASTERN TEXTILES PROMOTION SCHEMES (NERTPS) AND OTHER
SCHEMES IMPLEMENTED BY THE DIRECTORATE OF SERICULTURE & WEAVING,
DEPARTMENT OF TEXTILES FOR THE YEAR 2020-21.**

SUBMITTED BY: -

Important dates:

- | | | |
|--|---|---|
| 1. Date of available of Bidding documents | : | 15 th October 2020 |
| 2. Last date and time for submission of Bid Submission | : | 2 nd November 2020 at 1.00 Pm |
| 3. Date and Time for Opening of Bids | : | 2 nd November, 2020 at 4.00 Pm |
| 4. Cost of Bid Documents (By Cash) | : | ` 500/- (Non-refundable) |
| 5. Notice inviting Quotation (NIQ) | : | Page No. 1-12 |

**ISSUED BY:
DIRECTORATE OF SERICULTURE & WEAVING, SHILLONG,
DEPARTMENT OF TEXTILES.**

(THIS PAGE SHALL BE PASSED ON THE BIDDING DOCUMENTS AS THE TOP SHEET)

Bid No.

Name of the Work: Supply of Articles (Sericulture Material under North Eastern Region Textiles Promotion Scheme (NERTPS) For Development of Eri Silk Industry in Ri-Bhoi District during 2020-2021 funded by Ministry of Textiles, Govt. of India and other schemes implemented by the Directorate of Sericulture & Weaving, Shillong, Department of Textiles.

Bidding documents submitted by

(Signature, Name, Seal & Address of the bidder):

Photograph of the bidder

.....
.....
.....
.....
.....

DATE & TIME OF RECEIPT OF THE BID

IN THE OFFICE OF THE DOS MEGHALAYA: Date..... Time.....

PLACE OF OPENING OF BIDS : DIRECTORATE OF SERICULTURE & WEAVING
DEPARTMENT OF TEXTILE, MEGHALAYA

DATE AND TIME AT WHICH THE
BID WILL BE OPEN : Date..... Time.....

OPEN BY (Signature with date & seal) :

IN PRESENCE OF
(Bidder or his representative) (SIGNATURE)

TERMS AND CONDITIONS.

**(THE BIDDERS ARE HEREBY REQUESTED TO CAREFULLY READ THE INSTRUCTIONS AND
OTHER CLAUSES FURNISHED HEREIN BELOW BEFORE THEY PREPARE AND SUBMIT
THEIR TENDERS)**

SECTION-I
INSTRUCTIONS TO THE BIDDERS

1. The tenders shall have to be submitted in 2 (two) part Bids viz. Technical Bid and Price Bid system as indicated below without clubbing them together under any circumstances.

A. TECHNICAL BID

- 1.1. Tier-1:** This will be an envelope made of good quality paper and to be marked as **Envelope- 'A'** on the top of the envelope in '**CAPITAL LETTERS**'. This envelope shall contain the prescribed earnest money. The envelope shall be securely closed and sealed and the following particulars shall be inscribed thereon.

ENVELOPE-'A'

From:

To,

**The Director Sericulture & Weaving,
Department of Textiles, Meghalaya, Shillong**

- 1.2 Tier-2:** This will be another envelope, made of good quality paper and to be marked a Envelope-'B' on the top of the envelope in '**CAPITAL LETTER**' and shall contain in it the particulars as shown below:-

- a)** Affixed Non – refundable Court fee stamp of `1,000/- (Rupees One Thousand) only (*as Per Court Fees Amendment Act-1996*).
- b)** Past performance of supply of similar materials/ articles in the Department and other Department (Prescribed format in Section-IV) Necessary proof in this regard such as Xerox copy of Supply order etc may be furnished.
- c)** Client Certificate in respect of the proof of past performance.
- d)** Attested copies of valid GST Registration.

- e) Attested copies of SC/ST Certificate issued by the concerned Competent Authority (for Tribal Tenderers).
- f) Attested copies of Valid Trading License from KHADC/JHADC/GHADC (for Non-Tribals).
- g) Attested copies of 1. Income Tax 2. Professional Tax 3. PAN card should be attached with each quotation(s).
- h) Government Order empanelling firm if any.
- i) Distributorship/Dealership Certificate for the technical items to be enclosed.
- j) All the technical items should include after Sale Service where applicable.

B. PRICE BID

1. **3. The Price Bid** and items description in the format at **Annexure- 'A'** is to be submitted along with the BOQ in an envelope made of good quality paper marked as **Envelope- 'C'** on the top in **'CAPITAL LETTER'** and to be dropped in the specified box.
2. **Procedure of consideration of tenders:** - The **envelope marked 'A' and 'B'** will be open earlier and the contents will be evaluated at the first stage. Then the samples/catalogues submitted by the bidders will be inspected and verified by the **State Level Purchase Committee** duly constituted by Govt. **The Financial Bid of those Bidders will be opened, whose samples/catalogues and other documents are found satisfactory.** The price bids will be finalised by the **Departmental Tender Committee/Purchase Board Committee** duly constituted by Government.
3. **Amendment of bid documents:** - The Director of Sericulture & Weaving, Department of Textiles, Meghalaya, Shillong shall be at liberty to make any amendments or modifications to the bidding documents, at any point of time before the date fixed for submission of the tenders if he feels it so necessary.
4. **Non-binding clause:**
 - 4.1.1 The purchaser is not bound to accept any tender simply on ground of its rates being the lowest or for quoting unreasonably rates provided he has reasons so to do and as such, the Purchaser is at liberty to cancel such tenders without assigning any reasons thereof.
 - 4.2 The bidders are not bound to submit the tender simply because they obtained the tenders from the Purchaser and any bidder who is unwilling and/ or who has reservation to abide by the terms and conditions of the contract laid down herein as may also be prescribed in future under reasonable circumstances by the purchasers is advised not to file any tender as filling of the tenders will automatically mean that the bidder concerned has wilfully agreed to abide by such terms and conditions as laid down herein and also as may be reasonably laid down in future.

SECTION-II

SCHEDULE TO THE INVITATION OF TENDER (PLEASE REFER TO ANNEXURE- 'A' OF SECTION-III FOR TECHNICAL SPECIFICATIONS OF MATERIALS)

5. Earnest money

- 5.1 `5000/- for ST/SC & `10,000/- for General in the form of a Demand Draft drawn on any Nationalized Bank located in India issued in favour of Director of Sericulture & Weaving, Department of Textile, Meghalaya, Shillong payable at Shillong which should be put in the envelope marked 'A', securely closed and submitted to the Purchaser at the venue, date and time already fixed and notified.
- 5.2 The earnest money shall stand forfeited if the bidder withdraws his bid after the opening of bids or if the bidder fails to execute orders after awarding of contract.
- 5.3 The Earnest Money deposit will be refunded to the unsuccessful quotationers after finalization of NIQ

6. Quoting of Price:

- 6.1 The rates quoted both in figures and words for each item of materials/ articles shall include all taxes, duties, GST and other levies payable on the price of the items and/or on the total value thereof plus the cost of transportation from one destination to another, loading and unloading charges, depreciation and damage, if any. No claim for any cost or compensation outside the quoted rates shall be entertained at any whatsoever.
- 6.2 The laboratory equipments must be ISI marked or ISO, CE. GMP certified.
- 6.3 **While fixing the rates the bidders shall also keep in mind that the rates quoted are reasonably commensurable with the existing price of those items at the prevailing market rates.**
- 6.4 The rate quoted for each item shall remain valid for the whole duration of the contract and shall not be subjected to any increase and/or adjustment for any reason and under any Circumstances whatsoever.
- 6.5 The rates quoted shall be F.O.R. destination - office of the District Sericulture Officer Nongpoh, Ri-Bhoi District. **No transportation or delivery charges shall be paid separately.**
- 6.6 The bid should be typed or computerized and should be signed by the bidder or a person or persons duly authorized to bind the bidder to the contract. Written and duly registered power of attorney, where necessary, accompanying the bid shall also accompany a duly attested copy of the letter of authorization from the manufacturer/authorized dealers/firms. Each page of any printed booklet, brochure literature if annexed to the tender shall also have to be similarly sealed and signed. A single lapse in this regard may make the tender liable to be cancelled.

7. Validity of tenders:

7.1 Only those tenders shall be treated valid, if the submission of which is found to be in order and the rates of items quoted are accepted and bidders of such tenders shall be called successful bidders. The supply order may be placed with them at different times/ intervals during the period.

8. Conditions for supply:

Delivery of all goods covered by an order shall have to be made at the destinations mentioned in the order within 30 days from the date of issue of the order by the Director of Sericulture & Weaving, Department of Textiles, Meghalaya, Shillong. Each delivery to each destination shall be made by issuing a Challan in 3 (three) copies which must expressly and clearly show the items name-wise, their make and their quantity and signed and sealed by the bidder. Signatures with date and seal of the officer to whom the goods are delivered shall have to be obtained on the Challans. Two copies of the Challan are given to him/her (the authorized receiver of goods).

The bidder shall furnish information to the purchaser in respect of each delivery to each destination with a copy of the aforesaid Challan shall have to be attached. Two copies of the Challan shall be attached to the bill when submitted for payment.

9. Inspections and Test:

The purchaser's right to inspect or test as well as to reject the Goods, where necessary, after the Goods arrived their final destination shall in no way be limited to or waived by reason of the Goods having been previously inspected or tested and passed by the Purchaser or his authorized representative prior to the Goods shipment.

10. Termination of Default:

10.1 The purchaser may, without prejudice to any other remedy if available to him, shall issue notice for breach of contract for supplying defective material or sub-standard material to the Supplies' expressed destinations, terminating the Contract in whole or part at the discretion of the Purchaser.

10.2 The Purchaser shall also be at liberty to cancel the contract or deduct the proportionate value of the goods complained of if:

- a) The Supplier fails to deliver any or all of the goods complained of by the Purchaser within the periods(s) specified in the Contract, or within any extended period granted by the Purchaser.
- b) The Supplier fails to perform any other obligation(s) under the Contract, and/ or
- c) The Supplier, in the judgment of the Purchaser, has engaged for or in executing the Contract.

11. Termination of Contract for insolvency: The Purchaser may at any time terminate the Contract by giving written notice to the supplier if the Purchaser reasonably finds at any point of time during the continuation of the period of contract that the supplier has become bankrupt or otherwise insolvent. Termination of the contract in such a situation will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued thereafter to the Purchaser.

12. Termination of Contract for violation: The purchaser, by issuing a written notice to the supplier, may at any point of time terminate the Contract, in whole or in part, if the purchaser reasonably finds that the suppliers has violated one or more terms or conditions of the Agreement or has engaged in influencing any of the officials or persons concerned with the implementation of the scheme. The supplier shall not be entitle to any compensation for such termination mid-way but he shall remain entitle to the amount proportionate to the work done until termination of the Contract.

13. Evaluation of quotation: The Purchaser will evaluate and compare the quotations to find out that the documents are properly signed and sealed conforming the terms and conditions of the Contract and also conforming the samples/catalogue submitted as per given specifications.

14. Qualification criteria:

- a) The bidder shall furnish information regarding carrying out similar supply works in the past with a satisfactory performance report as per format given in Section-IV.
- b) The bidder shall furnish necessary data to support that he has financial capability and production capacity to perform the contract and complete the obligations under it within the stipulated period of time.
- c) Notwithstanding anything contained herein above, the Purchaser reserves the right to assess the bidders' over all capacity to perform the contract in the interest of the Purchaser who represents the interest of public service.
- d) Tenders not accompanied by EMD deposit by demand draft for `5,000/- for ST/SC and `10,000/- for general will be treated as invalid.
- e) Tenders not submitted in the prescribed manner will be treated as invalid.

15. Award of contract:

15.1. The Purchaser will award the contract to the bidder whose tender has been found to be substantially responsive and has quoted the reasonably lowest evaluated rates agreeing to perform the obligations on rate contract basis for the respective schedules.

15.2. Notwithstanding anything contained above, the purchaser reserves the right to accept or reject any or all the tenders and to cancel the bidding process as well as to reject all quotations without assigning any reason thereof.

15.3. Payment of the supplier's bills shall be made after delivery of the goods in satisfactory condition by the concerned District Sericulture Officer regarding the receipt of the goods in good and satisfactory condition.

15.4. No advance payment will be admissible.

15.5. The payment authority will be the District Sericulture Officer, Ri-Bhoi District.

15.6. No claim for interest will be entertained for delayed payment.

15.7. All Taxes as applicable will be deducted from each bills of supply works etc. at the time of payment.

15.8. Deduction of GST (CGST/SGST) from each bill is based as per the **H.S.N. code** of each items of material supplies and the final bill will be released after successful completion of the supply works etc. by the concerned District Officer.

16. Cost of Bidding Documents (non-refundable) : `500/- (Rupees five hundred) only by cash paid in the office of the Director of Sericulture & Weaving, Department of Textiles, Meghalaya, Shillong at the time of collection of bid document.

17. Resolving Disputes and/or dissensions, if any:

17.1. The Purchaser and the supplier shall make all out efforts to resolve the disputes and/or the dissensions if ever arises any out of the Contract/supply order amicably by direct and formal or informal negotiations and upon failing to arrive at an amicable settlement within 15 (fifteen) days from the date of commencement of the mutual discussion towards settling the dispute or dissension the matter shall be referred to arbitration by mutual consent with due intimation to and from all concerned.

SECTION- III**Technical Specification and List of Materials.****LIST OF SERICULTURE ITEMS UNDER INTEGRATED SCHEME FOR DEVELOPMENT OF ERI
SILK INDUSTRY IN RI-BHOI DISTRICT OF NERTPS DURING 2020-2021**

Sl. No	List of Sericulture materials	Specifications
1.	Anti-termite (Chloropyriphos or Dursban)	Pkt of 500 gms.
2.	Anti-fungal bio-products (Carbendazim)	Pkt of 500 gms.
3.	Vermi compost	Per Kg
4.	Dao	Good quality
5.	Spade	Good quality
6.	Prunning Saw	Good quality
7.	Farm yard manure	Good quality
8.	Urea	Per kg
9.	SSP	Per kg
10.	MOP	Per kg
11.	Rearing Platform	Bamboo frame
12.	Plastic Rearing Tray	3' × 2'
13.	Hooks and GI Wires	Per kg
14.	Shaded net for self-rearing support	Good quality
15.	Plastic mountages	11 folds standard size
16.	Leaf Preservation Chamber	(383.4 cm × 78.3 cm × 74.3 cm)
17.	Plastic Basket	Standard size
18.	Knapsack Sprayer	Aspeo SRP/VMND
19.	Dehydrated Lime	Per 5 kg
20.	Bleaching Powder	Per kg.
21.	Room Heater	Blower
22.	Rearing stand	wooden
23.	Max-Min thermometer	zeal
24.	Hygrometer	Manual
25.	Disinfection mask	Good quality
26.	Ant-well	Porcelain
27.	Feeding stand	wooden
28.	Wash basin with stand	Stainless Steel
29.	Steel racks	(6.5' × 3.25' × 6.5') 6 tier
30.	Nylon Nets	(7'× 4' ×7')
31.	Plastic Crates for seed cocoon transportation	Supreme – PC-708 540x357x290mm
32.	Foot Sprayer	
33.	Light Microscope with high quality lenses & light arrangement	
34.	Mortar & Pestle	Porcelain
35.	Thermometer Wet & Dry	Zeal
36.	Moth Examination Table	wooden (5' × 2.5')

	Concrete Slab	
37.	Working Table- steel frame with wooden top	(5' × 3')
38.	Wooden Stool	Standard size
39.	Wooden Bench	(5' x1.5')
40.	Scissors	
41.	Galvanized Wire	(2.5 mm)
42.	Plastic Basin/ Tub	20 ltrs
43.	Plastic Bucket	20 ltrs
44.	Plastic Dustbins with lid	Good quality
45.	Electronic Balance	1-2 Kg capacity
46.	Electronic Weighing Balance	5 kg capacity
47.	Electronic Weighing Balance	500 kg. capacity
48.	Beaker	100 ml
		250 ml
		500 ml
		1000 ml
49.	Rearing Stand	(Steel)
50.	Pipette	Borosil
51.	Funnel	Porcelain
52.	Wash Bottle	Borosil
53.	Absorbent cotton roll	Good quality
54.	Measuring Cylinder etc.	Plastic 250 ml
55.	Rubber Gloves	Acid proof
56.	Formaldehyde	5 Litres
57.	K ₂ CO ₃	Pkt of 500 gms.
58.	Soap & Detergents etc.	L/S
59.	Bed disinfectants	Ankush, per kg)
60.	Glass slides	per packet
61.	Cover Slips	per packet
62.	Muslin Cloth	(per mtr) (1.5 meter Width)
63.	Egg carrying boxes	
64.	Blotting paper	Good quality
65.	Portable generator	5 KVA with accessories (HONDA)
66.	Centrifuge	R-8 including all accessories.
67.	Solar Lantern	Portable
68.	Ceiling Fan	Standard size
69.	Tubelight with all accessories	Standard size
70.	Cocoon cage	10 Kg capacity
71.	Plastic Tarpaulin	Good quality
72.	Office Table	(wooden) (4'×3'×2 ½')
73.	Office Chair	Standard size
74.	Steel rack	(box type)
75.	Plastic Chairs	Good quality

SECTION-IV
PERFORMA FOR PERFORMANCE STATEMENT (FOR A PERIOD OF LAST THREE YEARS)

NIQ No..... Date of opening..... Time..... Hours.....

Name of the firm.....

Order placed by (full address of Purchaser)	Order No. Date	Description & quantity of ordered items	Value of order	Date of completion of delivery		Remarks indicating reasons for late delivery, if any	Has the supply of items been satisfactory? (attach a certificate from the purchaser/consignee)
				As per contract	Actual		
1	2	3	4	5	6	7	8

Signature and Seal of Bidder

.....

SECTION-V
PRICE BID FORM (PRICE SCHEDULE)

Name of Items with specification, brand etc.	unit	Total units price of the items (inclusive of all taxes/GST & transportation)	(in word)	Remarks
1	2	3	4	5

Signature of Bidder :.....

Name :.....

Business Address :.....