

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

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Email id: dirswgovt_megh@hotmail.com

No. SW(Plng)/Qtn- Asp/22/2023/34,

Dated, Shillong the 29/08/ , 2023

NOTICE INVITING QUOTATION

The Directorate of Sericulture & Weaving, Department of Textiles, Meghalaya, Shillong invites Quotations/ Bids (NIQ) from the intending CSB empanelled authorized and Registered manufacturers/authorised dealers/Govt. registered firms for supply of Sericulture materials under the Integrated Scheme For Development of Eri Silk Industry in Ri-Bhoi District under NERTPS funded by the Ministry of Textiles, Govt. of India, during 2021-2022 and 2022-2023 and other schemes implemented by the Directorate of Sericulture & Weaving, Department of Textiles, Meghalaya, Shillong.

The Quotations shall have to be submitted in **1-bid system: Price Bid and Technical Bid**. Sealed Quotations/Bids duly affixed with Court Fee Stamp of ₹ 400/- (Rupees Four Hundred) only, will be received by the undersigned up to **1:00 hours** on the **20th September 2023**. The quotation/bid will be opened on the same day at **4:00 pm** in the office chamber of the undersigned in the presence of the bidders or their authorised representatives, if any. Tenders received after the due date and time either by hand or by post will be rejected.

The detailed particulars of the materials, items and their specifications including the terms and conditions of the NIQ 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

Sd/-
Shri. R. Wankhar
Project Director Silk Samagra-2 &
Deputy Director, Sericulture,
Sericulture & Weaving
Department of Textiles
Meghalaya.

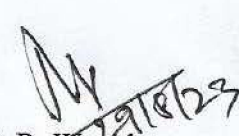
Memo No. SW(Plng)/Qtn- Asp/22/2023/34-'A',

Dated Shillong, the 27/8/2023

Copy to: -

1. The P.S. to the Commissioner & Secretary to the Govt. of Meghalaya, Department of Textiles, Shillong for information and necessary action.
2. The P.A. to the Secretary to the Government of Meghalaya Department of Textiles, Shillong for information.
3. The State National Informatic Centre (NIC) Shillong, with a request to upload the Notice Inviting Quotation (NIQ) in the Departmental Website: www.megseriloom.gov.in
4. The Directorate of Information and Public Relation, Shillong with a request to arrange for publication of the above Notice in one issue in English daily Newspaper of both in Khasi and Garo Hills edition.
5. The Director of Printing and Stationery with a request to publish in consecutive issue of the Meghalaya Gazette.
6. The Director, Sericulture & Weaving, Department of Textiles, Shillong
7. The Joint Director, Sericulture & Weaving, Shillong/Tura.
8. The Deputy Director Sericulture cum Project Director Silk Samagra-2, Department of Textiles, Shillong.
9. The Zonal Office Sericulture, Shillong/Tura.
10. The District Sericulture Officer, Shillong / Nongpoh/ Nongstoin / Jowai/ Tura / Williamnagar/ Resubelpara / Baghmara.
11. The Sericulture Development Officer, Tikrikilla
12. The Notice Board.

o/c


Shri. R. Wankhar
Project Director Silk Samagra-2
Deputy Director Sericulture
Sericulture & Weaving
Department of Textiles
Meghalaya, Shillong

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

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Email id: dirdirswgovt_megh@hotmail.com

Fax No: 0364:2223279

No. SW(Plng)/Qtn-Asp/22/2023/35,

Dated, Shillong the 29th August, 2023

**QUOTATION NOTICE BOOKLET
CONTAINING
BIDDING DOCUMENTS FOR SUPPLY OF SERICULTURE MATERIALS
UNDER THE INTEGRATED SCHEME FOR DEVELOPMENT OF ERI SILK INDUSTRY
UNDER 'ASPIRATIONAL DISTRICT', FOR THE YEARS 2021-2022 and 2022-2023.**

SUBMITTED BY: -

Important dates:

- | | |
|--|--|
| 1. Date of availability of Bidding documents | : 29 th August, 2023 |
| 2. Last date and time for submission of Bids | : 20 th September 2023 at 1.00 pm |
| 3. Date and Time for Opening of Bids | : 20 th September 2023 at 3.00 pm |
| 4. Cost of Bid Documents (By Cash) | : ₹500/- (Non-refundable) |
| 5. Notice inviting Quotation (NIQ) | : Page No. 1-11 |

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

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

Bid No.

Name of the Work: Supply of Sericulture Materials under the Integrated Scheme for Development of Eri Silk Industry under ‘Aspirational District’ for the years 2021-2022 and 2022-2023, funded by the Central Silk Board, Ministry of Textiles, Govt. of India.

Bidding documents submitted by
(Signature, Name, Seal & Address of the bidder)

| |
|--------------------------|
| |
| Photograph of the bidder |

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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 TEXTILES,
MEGHALAYA

DATE AND TIME AT WHICH THE
BIDS WILL BE OPENED Date.....
Time.....

OPENED BY (Signature with date & seal) :

IN THE 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 BIDS)**

SECTION-I
INSTRUCTION TO THE BIDDERS

1. The tenders shall have to be submitted in the 1 (One) Bid system viz. Technical Bid and Price Bid, as indicated below.

A. TECHNICAL BID

- 1.1. **Tier-1:** This will be placed in an envelope marked as **ENVELOPE - 'A'(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 Project Director Silk Samagra-2 &
Deputy Director Sericulture
Department of Textiles,
Meghalaya, Shillong**

- 1.2 **Tier-2:** This envelope to be marked as **ENVELOPE-'B'(CAPITAL LETTERS)** shall contain in it the particulars as shown below:-

- a) Affixed Non – refundable Court fee stamp of ₹400/- (Rupees Four Hundred) only (*as per the Court Fees Amendment Act-1996*).
- b) Past performance in the supply of similar materials/ articles in the Department and other Departments (Prescribed format in Section-IV). Necessary proof in this regard such as Xerox copies of Supply orders etc., may be furnished.
- c) 'Client Certificate' as proof of past performance.
- d) Attested copies of valid GST Registration.
- e) Attested copies of the 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 Certificate (2) Professional Tax Certificate (3) PAN card should be attached with each quotation(s).
- h) Government/CSB empanelled authorized/ Registered Order.
- i) Distributorship/Dealership Certificate for the technical items, to be enclosed.
- j) All the technical items should include ‘After-Sales Service’ where applicable.

B. PRICE BID

1. **3. 1. The Price Bid** and items’ description in the format at **Annexure- ‘A’** are to be submitted along with the BOQ in an envelope marked as **ENVELOPE-‘C’ (CAPITAL LETTERS)**.
2. **Procedure of consideration of tenders:** - The envelopes marked ‘A’ and ‘B’ will be opened first 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 the Government. **Only the Financial Bids of Bidders whose samples/catalogues and other documents are found satisfactory, will be opened.** The price bids will be considered by the **Departmental Tender Committee/Purchase Board Committee** duly constituted by the Government.
3. **Amendment of bid documents:** - The Project Director Silk Samagra-2, 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 deems it necessary.
4. **Non-binding clause:**
 - 4.1 The purchaser is not bound to accept any bid simply on the ground of its rates being the lowest, provided he has reasons to believe that the rates quoted are so unreasonably low as to adversely affect the outcome of the BID and shall be at liberty to reject such bids.
 - 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 reservations 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 Purchaser, is advised not to file any tender as filing 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 FORBIDS (PLEASE REFER TO ANNEXURE- 'A' OF SECTION-III FOR THE TECHNICAL SPECIFICATIONS OF MATERIALS)

5. Earnest money

- 5.1 ₹10,000/- for ST/SC & ₹20,000/- for the General Category in the form of a Demand Draft drawn on any Nationalized Bank located in India issued in favour of the Project Director Silk Samagra-2, Department of Textiles, Meghalaya, Shillong payable at Shillong which should be put in the **Envelope marked 'A', securely sealed 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 the contract is awarded.
- 5.3 The Earnest Money deposited will be refunded/returned to the unsuccessful bidders after finalization of the BID.

6. Quotation 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 time whatsoever.
- 6.2 **While fixing the rates, the bidders shall also keep in mind that the rates quoted are reasonably commensurate with the existing price of those items at the prevailing market rates.**
- 6.3 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.
- 6.4 The rates quoted shall be F.O.R. destination -office of the District Sericulture Officer, Nongpoh. **No separate transportation or delivery charges shall be paid.**
- 6.5 The bid should be typed or computerized and should be signed by the bidder or a person or persons duly authorized by the bidder. A written and duly registered power of attorney, where necessary, accompanying the bid should also be accompanied by 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 render the tender liable to be cancelled.

7. Validity of tenders:

- 7.1 Only those tenders shall be treated as 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 Project Director Silk Samagra-2, 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 to be 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, attached. Two copies of the Challan shall be attached to the bill when submitted for payment.

9. Inspection and Testing:

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, issue notice for breach of contract for supply of defective material or sub-standard material to the expressed destinations, terminating the Contract in whole or in part at his discretion.

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 in unfair practices 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 supplier has violated one or more terms or conditions of the Agreement or has influenced any official or person concerned with the implementation of the scheme. The supplier shall not be entitled to any compensation for such termination mid-way but shall remain entitled to the amount proportionate to the work completed, until termination of the Contract.

13.Evaluation of quotation: The Purchaser will evaluate and compare the quotations to ensure that they are properly signed and sealed and conform to the terms and conditions of the NIQ and that the samples conform to the specifications given in the catalogue.

14. Qualification criteria:

- a) The bidder shall furnish information on similar supply works in the past with a satisfactory performance report, as per the format given in Section-IV.
- b) The bidder shall furnish necessary data to support his 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 bidder's over-all capacity to perform the contract in the interest of the Purchaser, who represents the interest of the public.
- d) Tenders not accompanied by EMD deposit by demand draft for ₹10,000/- for ST/SC and ₹20,000/- 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(s) whose tender(s) has/have been found to be substantially responsive at the reasonably lowest evaluated rates, who agree to perform the obligations on contract rate basis.

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

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

15.4 No advance payment will be admissible.

15.5 The payment authority will be the District Sericulture Officer, Nongpoh, 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 bill of supply etc., at the time of payment.

15.8. Deduction of GST (CGST/SGST) from each bill in respect of each item of material/ supplies will be based on the **H.S.N. code** and the final bill will be released by the concerned District Officer after successful completion of the supply work, etc.

16. Cost of Bidding Documents (non-refundable) : ₹500/- (Rupees Five hundred) only by cash paid in the office of the Project Director Silk Samagra-2, Department of Textiles, Meghalaya, Shillong at the time of collection of the BID document.

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

17.1. The Purchaser and the supplier shall make all effort to resolve disputes and/or dissensions if they arise, amicably by direct and formal or informal negotiations and upon failure to arrive at an amicable settlement within 15 (fifteen) days from the date of commencement of the mutual discussion (to be recorded in writing) 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 Specificationsof Materials**

**LIST OF MATERIALS REQUIRED UNDER THE
INTEGRATED SCHEME FOR DEVELOPMENT OF ERI SILK INDUSTRY
UNDER ‘ASPIRATIONAL DISTRICT’FOR THE YEARS2021-2022 and 2022-2023.**

| Sl. No | List of materials with Specifications | No. of units |
|---------------|---|---------------------|
| 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) | Nos. |
| 5. | Spade (Good quality) | Nos. |
| 6. | Urea | Kg |
| 7. | SSP | Kg |
| 8. | MOP | Kg |
| 9. | Farm Yard Manure | Cu.ft. |
| 10. | Rearing platform (bamboo) | Nos. |
| 11. | Plastic Rearing Tray | Nos. |
| 12. | Hooks and GI Wire | LS |
| 13. | Shaded net for self rearing support for other states | Mtr. |
| 14. | Treated bamboo/wooden collapsible mountage | Nos. |
| 15. | Leaf Preservation Chamber | LS |
| 16. | Plastic Basket | LS |
| 17. | Knapsack Sprayer for disinfection | Nos. |
| 18. | Room Heater (Blower) | Nos. |
| 19. | Rearing stand (Wooden) | Nos. |
| 20. | Rearing tray (plastic) | Nos. |
| 21. | Plastic mountages | Nos. |
| 22. | Disinfection mask | Nos. |
| 23. | Feeding stand | Nos. |
| 24. | Wash basin with stand | Nos. |
| 25. | Steel racks (6.5'× 3.25' × 6.5') 6 tier | Nos. |
| 26. | Nylon Nets (7'× 4' ×7') | Nos. |
| 27. | Cocoon Preservation trays (Plastic) | Nos. |
| 28. | Cocoon Preservation trays (Bamboo) | Nos. |
| 29. | Plastic Crates for seed cocoon transportation | Nos. |
| 30. | Humidifier | Nos. |
| 31. | Pedestal fan | Nos. |
| 32. | Light Microscope with high quality lenses & light arrangement | Nos. |
| 33. | Mortar & Pestle | Nos. |
| 34. | Thermometer Wet & Dry | Nos. |
| 35. | Moth Examination wooden Table -(5'× 2.5') | Nos. |
| 36. | Working Table- steel frame with wooden top (5' × 3') | Nos. |
| 37. | Wooden Stool | Nos. |
| 38. | Wooden Bench (5' ×1.5') | Nos. |
| 39. | Scissors | Nos. |
| 40. | Ant Well | Nos. |
| 41. | Galvanized Wire (2.5 mm) | Kg |
| 42. | Egg Laying Device | Nos. |

| Sl. No | List of Sericulture materials with Specifications | No. of unit |
|---------------|--|--------------------|
| 43. | Grainage masks | Nos. |
| 44. | Plastic Basin/ Tub - 20 lts | Nos. |
| 45. | Plastic Bucket- 20 lts | Nos. |
| 46. | Plastic Drum (100 ltr) | Nos. |
| 47. | Plastic Dustbins with lid | Nos. |
| 48. | Electronic Balance (1-2 Kg capacity) | Nos. |
| 49. | Beaker - 100ml, 250,ml, 500 ml, 1000 ml | LS |
| 50. | Pipette | Nos. |
| 51. | Absorbent cotton roll | Nos. |
| 52. | Measuring Cylinder etc | Nos. |
| 53. | Rubber Gloves | Nos. |
| 54. | Formaldehyde | Ltr |
| 55. | K ₂ Co ₃ | Kg |
| 56. | Bleaching powder | Kg |
| 57. | Soap & Detergents etc. | LS |
| 58. | Lime | LS |
| 59. | Bed disinfectants - Ankush | LS |
| 60. | Glass slides | Pkt |
| 61. | Cover Slips | Pkt |
| 62. | Muslin Cloth | Mtrs |
| 63. | Egg carrying boxes | Nos. |
| 64. | Egg boxes (50 dfls capacity) | Nos. |
| 65. | Blotting paper | Nos. |
| 66. | Centrifuge -R-8 including all accessories | Nos. |
| 67. | Funnel | LS |
| 68. | Wash bottle | Nos. |
| 69. | KOH | Pkt. of 500 grms. |
| 70. | Solar lantern | Nos. |
| 71. | Ceiling Fan | Nos. |
| 72. | Tube light with all accessories | Nos. |
| 73. | Portable Generator 5KVA with accessories | Nos. |
| 74. | Rearing Platform (Iron frame) | Nos. |
| 75. | Cocoon Opener | Nos. |

SECTION-IV
PROFORMA FOR SUBMISSION OF THE STATEMENT OF PERFORMANCE
(FOR THE PERIOD OF THE LAST THREE YEARS)

NIQ No..... Date of opening.....

Time..... Hour.....

Name of the firm.....

| Order placed by (full address of the Purchaser) | Order No. and 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

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SECTION-V
PRICE BID FORM (PRICE SCHEDULE)

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

Signature of Bidder :.....

Name :.....

Business Address :.....