

**DIRECTORATE OF AGRICULTURE  
DEPARTMENT OF AGRICULTURE & CANE DEVELOPMENT  
JHARKHAND  
KRISHI BHAWAN CAMPUS, KANKE ROAD, RANCHI**

**GENERAL TERMS AND CONDITIONS**

**INVITATION OF BIDS FOR COMPLETE SUPPLY OF INM/IPM INPUT FOR  
AUGMENTING PRODUCTION AND PRODUCTIVITY OF VARIOUS AGRICULTURAL  
PRODUCTS, VIZ, RICE AND PULSES**

**1. GENERAL INFORMATION**

- 1.1. All tenders should be addressed to Director Agriculture, Jharkhand and sent to the following address: -

Director Agriculture  
Krishi Bhawan Campus, Kanke Road, Ranchi-834008  
Jharkhand

- 1.2. Tenders are invited from reputed authorized dealers /manufacturers having at least five (5) years experience as per the tender document.
- 1.3. **The specifications of some of the Agricultural Input (INM/ IPM) mentioned in the tender document are illustrative and not specific.**

**2. SCOPE OF WORK**

The scope of work shall be complete supply of INM/IPM inputs for augmenting production and productivity of various agricultural products, viz, Rice, Pulses and Oilseed. The INM/IPM inputs will be purchased by the beneficiaries in the respective districts of NFSM/BGREI/NMOOP at the rate & quality decided by the government of Jharkhand through this tendering process

**3. DEPOSIT OF EARNEST MONEY**

- 3.1 Tender must be accompanied with an earnest money Rs. 2.00 lakh (two Lakh only), failing which the tender will be rejected and Technical Bid will not be opened.
- 3.2 The Earnest Money should be deposited by way of account payee bank draft in favour of Director of Agriculture, Jharkhand ,Ranchi on any Bank payable at Ranchi.
- 3.3 Cheque/Bank Guarantee/fixed deposit receipt money orders etc. are not acceptable towards deposit of earnest money.
- 3.4 In no case E/M will be accepted after opening of tender.

3.5 Details of E / M i.e. draft number and date should be indicated on the cover of the envelope otherwise the tender may not be opened and returned to the party.

3.6 E/M of successful/selected bidder will be returned after 2 years on receipt of certificate from DAO regarding zero pending of supply order.

#### **4. GUIDELINES FOR SUBMISSION**

4.1 Interested agencies, dealers, manufacturers with requisite experience, may submit required documents in two packets (Technical & Financial Bids) as detailed below:-

4.2 Packet – 1 (Technical Bid)

- i) Profile & Track Record of the company
- ii) Balance Sheet for last 3 financial years.(Audited by CA)
- iii) Photo copy of PAN No. issued by Income – Tax Department.
- iv) Photo copy of Sale Tax Registration.
- v) Earnest Money Deposit (EMD) in the Form of Demand Draft from a Scheduled Bank as per the amount mentioned in paragraph 3, drawn in favour of the Director of Agriculture, Jharkhand ,Ranchi.
- vi) Tender Document Fee of Rs. 1000/- in the form of Demand Draft from a Scheduled Bank drawn in favour of the Director of Agriculture, Jharkhand Ranchi .
- vii) Valid Insecticide license (For Insecticide)/ Fertilizer License (For Fertilizer)/ NOC for Jharkhand State.
- viii) Agencies ,dealers ,manufactures must be registered under JVAT

4.3 The technical bids submitted will be evaluated on the basis of the following criteria:

Essential for Eligibility: Registration/Certification from SAU and BIS/ ISI Mark

Sl.	Criteria	Marking scale	Maximum marks
1	Availability of Sales center in Jharkhand	10 Marks	10 Marks
2	Agreeability for Demonstration & Training to Farmers	5 Marks	5 Marks
3	Number of years in Supply of INM/IPM inputs.	4 marks for each additional year after three years.	20 marks
4	Number of single orders worth Rs. 2 lakh and above	2 marks for each such order.	20 marks
5	Bank Solvency Certificate	5 marks for each Rs. 3 lakhs	15 marks
6	Annual Turnover, which will be average of last three years on the basis of balance sheet.	3 marks for every 1 Lakh Rupees.	30 marks.

Relevant documents in support of the above criteria should be submitted along with proof, so as to enable appropriate marking.

**5. PACKET – 2 (FINANCIAL BID)**

- 5.1 The cost of each item/equipment should be distinctly quoted in figures as well as in words in the prescribed form attached. The rate/price quoted should be inclusive of Excise Duty, if any, and all taxes (CST, VAT), Freight, Insurance, etc. The successful/selected bidders have to supply item/equipment in all 24 districts of Jharkhand. So transporting cost to the district should also be included.
- 5.2 The detailed financial cost should be put in an envelope sealed and superscribed as “**Financial Bid for facilitating procurement of INM/IPM in Agriculture**” and the envelope should carry the due date for submission along with the name, address, telephone number, e-mail address of the manufacturer/authorized supplier.
- 5.3 The covers containing both the technical and financial bids (sealed) should be put in a big cover, sealed and superscribed as “**Tender for facilitating**

**procurement of INM/IPM inputs in Agriculture”**. The big cover should be addressed to **Director of Agriculture, Jharkhand, Krishi Bhawan Campus, Kanke Road, Ranchi-834008**, and should be submitted on or before 25.04.2016 up to 4.00 P.M.

- 5.4 The firm should also superscribe on the top of the envelope the name of the firm, tender notice number, name of the materials offered, date of opening and details of earnest money deposit

6. **SELECTION PROCESS**

A nominated Committee will evaluate the technical bids received. Technical assessment will be based on technical evaluation criteria as mentioned in paragraph 4.3.

On the basis of technical assessment, top competitive authorized dealers scoring more than 60% in technical assessment will be selected and the financial packet of these agencies only will be opened.

The financial proposal for supply of agriculture INM/IPM inputs for augmenting various agricultural products, viz, Rice and Pulse Production in Jharkhand shall be considered separately on the basis of the financial bid submitted.

The supply of various Agriculture INM/IPM inputs for augmenting various agricultural products, viz, Rice and Pulses Production and productivity in Jharkhand, would be undertaken by such dealers, who quotes the minimum price for the inputs as specified in the tender document.

7. **SELECTION OF AUTHORISED MANUFACTURER / DEALERS**

The authorised Manufacturer/dealer quoting the lowest rate for any agriculture INM and IPM inputs would be selected, who have to ensure availability of such inputs through their authorised dealers in various districts as per the requirement of the district within the specified time limit.

8. **TERMS OF PAYMENT**

- 8.1 Payment will be made after timely and successful supply certificate as per the ordered quantity by the respective ordering agency, who orders for such Agriculture INM/IPM input

**9. VALIDITY PERIOD**

Tenderers should specify the validity period of their offer which should be for a period of at least **365 days** from the date of opening of tender.

**10. OTHER IMPORTANT INFORMATION**

10.1 The Competent Authority is not bound to accept the lowest or any tender or to assign any reason for non-acceptance. The Competent Authority reserves its right to accept the tender either in full or in part. Conditional Bids will be rejected outright.

10.2 The Competent Authority reserves the right to summarily reject an offer received from any agency on national security considerations, without any intimation to the bidder.

10.3 The Competent Authority reserves the right to place an order for the full or part quantities under any items of work indicated above.

**11. PENALTY CLAUSE**

Successful/selected bidders have to supply item/equipment as per the schedule given by the ordering agency.

Any delay from the stipulated schedule would invite a penalty of Rs. **500/- per day** as enumerated in the Scope of Work indicated above.

**12. QUANTITY**

The requirement mentioned in the tender document is tentative and subject to increase or decrease at the time of finalization of tender/work/supply.

**13. CANCELLATION OF ORDER**

The authority issuing the order reserves the right to cancel whole or part of the supply orders of those suppliers, who are found to be defaulter for delayed supply of the job or the supply of non-standard quality of materials.

**14. TERMINATION BY DEFAULT**

The Authority reserves the right to terminate the contract of any agency/agencies in case of changes in the Government procedures or unsatisfactory services.

**15. FORCE MAJEURE**

Neither party will be liable in respect of failure to fulfill its obligations, if the said failure is entirely due to Acts of God, Governmental restrictions or instructions, natural calamities or catastrophe, epidemics or disturbances in the country. The party affected by an event of Force Majeure will immediately notify the other party of such an event and will also notify the unaffected party on cessation of disability resulting from such Force Majeure act.

## 16. ARBITRATION

Venue of arbitration will be Ranchi and will be governed by provisions of the Indian Arbitration & Reconciliation Act.

## 17. JURISDICTION OF COURT

The Civil Court, Ranchi shall alone have an exclusive jurisdiction to decide any difference, dispute and claim for and against NFSM/BGREI, Jharkhand / BIDDER arising out in respect of the said NIT.

The competent authority reserves the right to accept or reject any or all tenders without assigning any reason.

### **DETAILS OF AGRICULTURAL INPUTS (INM/IPM) TO BE SUPPLIED**

#### 1. INM INPUT

##### A. Micronutrient :

- (a) Lime/Dolomite (80mm shieves size)
- (b) Borax (Na Borate) Boron 10.5% – 1Kg Pkt
- (c) Borax (Na Borate) Boron 20% – 1Kg Pkt
- (d) Phosphozypsum for Sulphur – 6 Kg Pkt
- (e) Urea 2% for foliar spray
- (f) Urea (Neem coated /Sulphur coated/Zinc coated )

##### B. Biofertilizers :

- (a) Azotobactor- 100 gm. Pkt.
- (b) Azospirillum- 100 gm. / 250 gm Pkt.
- (c) Phosphate solubilizing Bacteria (PSB)- 100 gm
- (d) Blue Green Algae
- (e) Azola

#### 2. IPM – Inputs :

##### A. Fungicide

- (i) Carbendazim (50% WP) : 100g/250g/500gm/ 1000g Pack
- (i) Mancozeb : 75% WP : 100g/250g/500g/1Kg
- (ii) Metalaxyl 72% W.P. : 10g/25g/50g/100g
- (iii) Hexaconazole 75% W.P. : 20g/100g/250g/500g
- (iv) Propiconazole ; 100ml /250ml/500ml/1000ml :
- (v) Tricyclozole 20g/100g/250g/500g

##### B. Bio-pesticides :

- (i) Trichoderma viride 1% - 100g/250g/500g/1000g
- (ii) Beauveria Vassiana - 100g/250g/500g/1000g
- (iii) Neem Based Insecticide -
- (Azadiractin 1500 ppm) - 250ml/500ml/1litre
- (iv) Pheromone Traps with 4Pcs. Lures (Heliothis/Rice Stem Borer) - Set of 5 Pcs.
- (v) Tricocard - Set of 8 Pcs.
- (vi) NPV 100 ml/250ml/500ml/

##### C. Insecticide :

- (i) Quinalphos 25% EC - 50ml/100ml/250ml/ 500ml/1litre
- (ii) Monocrotophos 36% SL - 50ml/100ml/250ml/ 500ml/1litre
- (iii) Cypermethrin 10% EC - 50ml/100ml/250ml/ 500ml/1litre
- (iv) Imidacloprid 17.8% S.L -10ml/50ml/100ml/250ml/500ml/1litre

##### D. Diclorvas 85% S.L - 100 ml/250ml/500ml/1litre Weedicides :

- (i) Butachlore 50%EC - 500ml/1 litre
- (ii) Pendimethlin – 30% EC - 500ml/1 litre
- (iii) Pretilaclore-50% EC - 250ml/500ml/1 litr
- (iv) Altrazin 50%dust -500ml/1 litr
- (v) Anilophos -500ml/1liter

## **FORM – T 1**

1. Name of Firm ;
2. Nature of the Firm  
(Proprietorship/Partnership/Pvt. Ltd.  
Company/Any other firm) :
3. Address with telephone no., fax no. &  
E-mail id
4. Details of registration SAU& Small industries :
5. Status of financial position  
(Certificates from concerned Banks :  
Should be enclosed)  
ii. Are you Income Tax/Sales Tax/  
Vat payee, if so, Clearance  
Certificate of I.T. & S.T. Regn. may  
be furnished.
7. Income Tax Permanent A/c. No. :
8. Sales Tax/VATNo. :
9. Phone/Mobile No. :

I do hereby enclose the Bank Draft/Pay Order as Earnest Money for Rs. ....(Rupees.....) only vide Bank Draft/Pay Order No.....dated ..... on Ranchi Bank endorsed in favour of Director of Agriculture, Jharkhand.

I also hereby enclose the “Technical Bid”, other relevant details and documents to support my work details given above.

Documents related to the rates in the form of “Financial Bid” in separate sealed covers.

I do hereby declare that the above particulars furnished by me are true to my knowledge and belief. I do hereby undertake to abide by all terms and conditions of Tender. I enclose the following documents and certificates:

- i. Copy of PAN Card & Latest I.T. Return
- ii. Copy of VAT Registration Certificate
- iii. Certificate of Bank regarding status of financial position.
- iv. Others (Please specify)

Terms and conditions duly accepted and signed are also enclosed.

Dated:\_\_\_\_\_ (Signature of the Tenderer with designation and Official Seal)

**FORM – F1-1**

**FINANCIAL BID**

Sl.	Name of item IPM	Name of Manufacturer	CIB Registration No.	Price (Inclusive of all applicable taxes, F.O.R. destination)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

**FORM – F1-2**

**FINANCIAL BID**

Sl.	Name of item INM input	Name of Manufacturer /Producer	Reg. No.	Price (Inclusive of all applicable taxes, F.O.R. destination)
1				
2				
3				
4				
5				
6				
7				
8				
9				



10				
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**FORM – F -2**  
**AFFIDAVIT**

I, ----- S/o -----  
Director/ Proprietor of M/s..... having its  
Registered Office at ..... do hereby solemnly affirm  
and declare as follows:

1. That I have been authorised to execute this affidavit on behalf of this Company/Firm by the Board of Directors vide its Resolution passed on .....
2. That the Director of Agriculture, Jharkhand vide Advertisement published in ..... had invited offers for supply of INM/IPM for augmenting production and productivity of Rice and Pulses in Jharkhand.
3. That in response to the said Advertisement as stated in paragraph (2) above, our firm has submitted its Technical & Financial proposals to the Director of Agriculture, Jharkhand on .....
4. That Technical proposal of our firm M/s..... containing necessary information and particulars furnished as per given proforma, detailing therein:
  - a) Firm's general experience and achievements in the field of supplying agriculture inputs (INM/IPM) for augmenting production and productivity of Rice and Pulses.
  - b) The Qualification and Competency of the dealers for the Assignment.
2. That the statements made in paragraphs 1 to 4 of the foregoing Affidavit as above are true to my knowledge and belief and if anything is found contrary, I stand liable to be prosecuted under appropriate Act/Laws in force.

Solemnly affirmed by the said  
..... at ..... on  
this the .....day of .....2016

Deponent:

Identified by me:

FORM F- 3

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, ..... certify that I am the Secretary of the Corporation organized under the laws of..... and that..... who signed the above tender as authorized to bind the Corporation by authority of its Governing Body.

Secretary

Date & Seal