

GOVERNMENT OF MEGHALAYA
DIRECTORATE OF HORTICULTURE
LOWER CLEVE COLONY, SHILLONG — 793 003

No. HORT/D-488/2017—18/28

Dated: Shillong the 13th December 2017.

NOTICE INVITING QUOTATION

Sealed quotations duly affixing non-refundable court fee stamp of ₹ 100/- (Rupees One Hundred) only are hereby invited from interested firms/suppliers/nurseries for supplying of (i) **Quality Planting materials for Horticulture crops** (ii) **Horticulture Tools and Implements** and (iii) **Protected Cultivation including Irrigation System**. The quotation in a sealed cover shall be accepted upto **1200 Hrs on 10th January 2018** and be opened on the same day at **1500 Hrs**. For more details please download from department's website at www.megagriculture.gov.in.

Details Terms and Conditions and other requirements may be collected from the Directorate of Horticulture(**Room No 110**), Lower Cleve Colony, Shillong 793001 during office hours on payment of **Rs.100/-**


Director of Horticulture
Meghalaya, Shillong

TERMS AND CONDITIONS

1. The Tender/Quotation should contain the following documents:

- i. The Tender should be affixed with **non-refundable Court Fee stamp of ₹ 100/-** (Rupees One Hundred) only
- ii. **GST Registration**
- iii. **Copy of PAN Card**
- iv. **Financial Stability Certificate** from any Recognized Bank.
- v. **Valid Trading License for Non-Tribal** issued by the **Concerned Autonomous District Council**. If a non-tribal intends to do business in the entire state, then such person/firm needs to enclose **three Trading Licenses** obtained from all the three ADCs covering their respective jurisdiction.
- vi. **ST/SC Certificate** (as applicable)
- vii. **Dealership certificate** from the source or principal manufacturer (as applicable).
- viii. Source of planting materials viz (a) **Seeds:** should be from recognized company (b) **Seedlings/ Saplings** should be from a Registered Nursery having valid license and approval from the competent authority.
- ix. Planting Materials ordered for should be as per specification prescribed herewith, true to type according to their varieties character and have full vigour. The planting materials should be of good quality and adequate age & strength to withstand the stress in transportation and to prevent mortality during transit.
- x. Quotationers must ensure that the planting materials should be free from all sorts of diseases, pest infection and injury. The Indenting Officer shall have the liberty to black list any supplier(s) for Sub-standard planting materials and henceforth shall not be allowed to participate in near future.
- xi. The quotationer having his/her own nursery from which the planting materials are to be supplied needs to provide documentary proof of ownership of such nursery. If the quotationer does not have his/her own nursery, then a valid and current authorization for dealership from the owner of such nursery must be enclosed.
- xii. For protected cultivation including Irrigation system, the quotationers should preferably have experience and expertise in construction of polyhouses/green houses and installation of irrigation system. Copy of Work order/award letter showing the experience of work should be enclosed.

- xiii. For construction of Polyhouses, following dimensions as far as structures are concerned. (a) Below 200Sq Meter area, it should be **Tunnel Type**; and(b) above 200SqM area it should be **Tabular Type**.
- xiv. For all types of Irrigation System(both drip and sprinkler), items like water storage tanks and water pumps are to be incorporated.
- xv. A covering letter in the official letter pad/head should be enclosed for participating in the NIQ and also to clearly state that the concerned firm/supplier shall abide by the term and conditions of the NIQ. The name, address and contact no. of the authorized signatory should be clearly mentioned.
- xvi. The Technical literature/brochure/catalogue/pamphlet of the product quoted for.
- xvii. In case of direct imported plants, authentic documentary proof that such order was executed earlier and all important documents are required to be furnished.
- xviii. In case of Imported but propagated in India, 'then the imported mother plants need to be ascertained with documentary proof.

PLEASE NOTE THAT THE TENDER COMMITTEE RESERVES THE RIGHT TO REJECT THE TENDER/QUOTATION IF IT FINDS INSUFFICIENT DOCUMENT. ALL XEROX DOCUMENTS SHOULD BE ATTESTED.

2. The detail lists of items along with specification are given in the following Annexures:

- i) Annexure-I: Planting Materials for Horticulture crops
- ii) Annexure-II: Horticulture Tools & Implements
- iii) Annexure-III: Protected Cultivation including Irrigation System
- iv) Annexure-IV: Irrigation System & Others.


- 3. The price should be quoted item-wise as per the prescribed formats in **Annexure —I "A", Annexure-II "B" , Annexure-III "C" & Annexure-IV "D"**
- 4. The above Annexures should be submitted in **separate envelope** duly super scribed in the cover **Annexure —I "A" or Annexure-II "B" or Annexure-III "C" or Annexure-IV "D"** as the case may be.
- 5. All the envelopes containing the Annexures along with all tender documents should be put in a sufficiently large envelope duly sealed and super scribed at the top of the cover **"QUOTATION FOR QUALITY PLANTING MATERIALS, TOOL & IMPLEMENTS AND PROTECTED CULTIVATION INCLUDING IRRIGATION SYSTEM FOR HORTICULTURE CROPS"**.
- 6. Quotationers shall submit a **soft copy**(In MS Word/PDF Format as per proforma duly prepared by the undersigned) of the quotation in four parts viz. **Horticulture**

Planting Materials & Planting Media, Horticulture Tool & Implements & Packaging Materials, Protected Cultivation Including Irrigation System For Horticulture Crops" in the form of CD. Each part shall be saved in separate folders which shall be labelled as "Horticulture Planting Materials" & "Planting Media", "Horticulture Tool & Implements & Packaging Materials", "Protected Cultivation Including Irrigation System for Horticulture Crops" respectively. The CD shall be labelled "Quotation For Supply Of Horticulture Planting Materials"/"Horticulture Tool & Implements"/"Protected Cultivation Including Irrigation System For Horticulture Crops" etc along with the name of the quotationer.

7. **4(Four) Hard copies** would also need to be submitted. Each quotation should be marked "Original or "Photocopy" as appropriate and duly signed.
8. CDs should be marked with permanent ink/marker and signed by authorized signatory of the quotationer. If there are any **discrepancies** between the original and the photocopies of the quotation, the original would be accepted. In the event of any discrepancy between the Hard Copy and Soft copy, the Hard Copy shall be accepted.
9. The above sealed envelope should be addressed to the Director of Horticulture, Lower Cleve Colony, Shillong — 793 003, Meghalaya and the same shall be **accepted upto 1200 Hrs on 10th January, 2018**. The tenderer should affix his full address on the left bottom of the envelope. Tender received after the due date and time shall not be entertained. In case of any Gazette holiday falling on the last day of receiving the tender the same will be extended to the next working day *ceteris paribus*.
7. The Tender shall be **opened on the 10th January, 2018 at 1500** Hrs in the Seminar Room of the Directorate of Agriculture, Shillong. Tenderers or their authorized representatives are invited to be present at the time of opening the tenders.
8. Rate quoted should be in Indian Rupee and F.O.R to sites within the state of Meghalaya. The quoted rates should be in figure and words. Cello tapes should be applied on the rates quoted by the quotationers.
9. The rates quoted shall be net & final inclusive of all taxes, transportation and any other charges. Nothing extra shall be paid on this account.
10. The rates quoted should be valid for one year from the date of acceptance. However, the period may be extended or reduced as per the discretion of the undersigned.
11. EMD of unsuccessful tenderers shall be returned to the concerned sans interest thereon, as early as possible upon application for release of the same.
12. The nursery from which the planting materials are to be supplied should have a valid License/ Registration/ approval from the competent Authority.
13. The successful supplier shall have to supply the planting materials and other items as per specifications laid in the NIT within the time schedule given by the Department. In case

of failure to make supply in time, the Department shall arrange the planting materials and/or other items at risk and cost of successful supplier, besides forfeiting the EMD or awarding the supply order to the next successful supplier.

14. Manual of instruction and maintenance should be supplied free of cost wherever applicable. After sale service facilities should be provided especially for irrigation system for at least 12 months.
15. The Department will not be responsible for any loss or damage of material in transit. Insurance if any required has to be done by the contractor/supplier at his own cost.
16. The firm/supplier to whom work shall be awarded will be the principal employer for the labour force. This Department will have no liability in this regard.
17. The quotationers can quote partly or all the items.
18. The tender documents should be duly signed by the authorised person in all the pages.
19. The Undersigned reserve the right to accept or reject any or all Quotations without assigning any reason thereof.
20. Acceptance/Cancellation/Negotiations of the quotations will depend solely on the discretion of the undersigned and the undersigned is not bound to accept the lowest quotation if found unsuitable.
21. The Tender should be accompanied with the **EMD of ₹ 50,000/-**(Rupees Fifty Thousand) only [for all the items listed in the Annexures **EXCEPT** for **planting materials/indigenous crops** produced by the private nurseries owned by Permanent Domicile ST of Meghalaya and recommended by District Horticulture Officers in form of Bank (Demand) Draft drawn in any National scheduled banks and pledged in favour of the Director of Horticulture, Meghalaya, Shillong.
22. For **planting materials/indigenous crops**, the Tender should be accompanied with the **EMD of ₹ 2,500/-**(Rupees Two Thousand Five Hundred) only in form of Bank (Demand) Draft drawn in any scheduled banks and pledged in favour of the Director of Horticulture, Meghalaya, Shillong.
23. The EMD shall be refunded for unsuccessful quotationer/tenderer and adjusted/converted in the form of Security Deposit in case of Selected quotationer/tenderer


Director of Horticulture,
Meghalaya, Shillong