



**GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF FISHERIES, ASSAM
MEEN BHAWAN, GUWAHATI-16**

BID DOCUMENT

Supply of “Prophylaxis” Under Special Central Assistance to TSP to implement the activities of Fishery development Programme (programmes sponsored by WPT & BC Department and executed by Department of Fisheries)

- 1. Package : I**
- 2. Package: II**
- 3. Package: III**

GOVT OF ASSAM
OFFICE OF THE DIRECTOR OF FISHERIES, ASSAM
MEEN BHAWAN, GUWAHATI-16

No. AF (S)/ 205/ SCA to TSP/ 2018-19

Dated Guwahati the 22nd Feb./ 2019

Detail Notice Inviting Retender

Sealed Quotations separately for each package are hereby invited from Registered Manufacturers and/or Authorized Dealers/ Registered Suppliers in plain paper affixing court fees stamp of Rs. 8.25 (Rupees Eight & paisa twenty five) only along with EMD as Demand Draft /Term Deposit/ FDR from any Nationalized Bank in favour of Director of Fisheries, Assam, Meen Bhawan, Guwahati-16 to supply of prophylaxis (such as CIFAX etc. as prophylaxis against EUS) against each package as detailed below for the schemes of development of Fishery and Horticulture under SCA to TSP.

Intending bidders may see the details and download the **Bidding document** from the website “www.fisheriesdirector.assam.gov.in” of the Deptt. of Fisheries, Assam from 23rd Feb./2019 upto 4th March/2019. Bidder submitting bid for the second time is not required to submit the cost of bid document.

The Bid will be received up to 1.00 pm of 4th **March/2019** and will be opened on the same day at 2.00 pm in presence of the quotationers or their authorized representative(s). Bid must be delivered directly in the specified box in the Directorate of Fisheries, Assam, Guwahati or may be posted to the undersigned so that it reaches by the last date and time specified above. The undersigned will not take any responsibility for late receipt of the bid beyond the last date and time due to postal delay or any other reason.

Package	District	*Quantity of prophylaxis	Estimated cost of prophylaxis (Rs)	EMD amount in Rs.	
				General (2% of estimated cost)	SC/ST/OBC /MOBC (1% of estimated)
1	2	4	5	6	7
Package-I	Morigaon	305liter of Prophylaxis	Rs 5,49,000/	Rs 10,980/	Rs 5490/
	North Lakhimpur				
	Kamrup				
	Nalbari				
package-II	Morigaon	101.66liter of Prophylaxis	Rs 1,83,000/	Rs 3660/	Rs 1830/
	North Lakhimpur				
	Kamrup				
	Nalbari				
Package-III	Dhemaji (Development of Tribal areas of Dekor pathar beel	10liter of Prophylaxis	Rs 18,000/	Rs 360/	Rs 180/
Total		416.66liter of Prophylaxis	Rs 7,50,000/	Rs 15,000/	Rs 7500/
<i>*may be increased or decreased</i>					

List of Important Dates and Time

• Date of NIB	• 22 nd Feb./2019
• Obtaining of Bid document from the website “ www.fisheriesdirector.assam.gov.in ”	• Official Website @ http://fisheriesdirector.assam.gov.in
• Last date and time of submission of Bid documents	• 04-03-2019 up to 01.00 PM
• Date and time of opening of Bid	• 04-03-2019 on 02.00 PM
• Bid security (in Rs.) for each package	• 2% of estimated cost for Gen, 1% for SC / ST /OBC /MOBC
• Cost of Bidding document for each package	• Rs.500/-

TERMS & CONDITIONS

1. All the information must be submitted in English. The respective Bidder shall sign on all reference, information and certificates.
2. The Bidder should be a Manufacturer or authorized dealers or registered supplier of the prophylaxis to the Government/semi-Government (Central or State) Department /organization/institute(s) and as a proof , the Bidder is to submit the relevant documents in his/her favour such as (a) supply order , (b) quantity supplied with minimum of 100 litre in a year , (c) Detailed address with phone and e-mail of the Department/institutes/organizations from where supply order was received, etc. (d) performance certificate from the District Head of the such Departments/institutes/organizations.

3. **Quoted Rate:**

- a) The estimated cost of prophylaxis and medicine is Rs. 1800/liter and hence the Bidder should quote the cost of items in terms of per liter price of prophylaxis in Rupee not in above or below on percentage (%) basis.
- b) The Bidder should quote the rate for the item including transportation cost, packaging cost & delivery cost to the beneficiaries and no extra amount will be borne by the Department.
- c) Rate quoted by Bidder which is above Rs. 1800/ per liter shall not be accepted and will be treated as unresponsive.

4. The Bidder is to supply the items in one installments within fifteen days from the date of issue of the supply order at the project site of beneficiaries in presence DFDO concern or his authorized representative or as directed by the Director of Fisheries, Assam during award of the contract
5. The Bidder should arrange quality test of the item in any recognized institute/ laboratory **if required by the Department** at any time after supply of the item to the district.
6. Best quality items from approved by ICAR or such type of apex body containing 1 (one) liter in sealed (air tight) pack is to be supplied and no other forms of pack will be accepted. Information like date of packing, quantity, name of the materials, name of manufacturer, etc. must be clearly written on the pack.
7. The item after supply, if not found conforming as per specification will be summarily rejected.

8. The randomly collected samples during course of execution will be analyzed in any recognized laboratory by the Department of Fisheries, Assam, if felt necessary, and the cost for sample testing should be borne by the Bidder with no extra cost to the Department.
9. The Director of Fisheries, Assam reserves the right to accept or reject any or all the quotation received without assigning any reason thereof.
10. The Bidders are subjected to disqualification, if they have:
 - a) Made misleading or false representations in the forms, statements and attachments submitted in proof of the requirements.
 - b) Record of poor performance such as abandoning the assignment, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
 - c) Indulged in unlawful means in obtaining/submitting Bids.
 - d) Been black listed/ their registrations cancelled by the competent authority.

11. ELIGIBILITY CRITERIA:

- a) Bidder whose Bid is accepted shall supply the full quantity of the items mentioned in the supply order within 15 days from the date of issue of supply order ensuring quality & description as per the approval failing which the EMD deposited by the approved firm will be forfeited and the performance of the firm will be considered as unsatisfactory and Bid of the firm will not be entertained in future.
 - b) The Bidders are required to produce the original documents for verification by the Bid Evaluation Committee on the day of opening of Bid, when asked for.
 - c) The Bidder should have minimum turnover of **Rs 2.00 lakhs** during the last two consecutive years as cut of date as March, 2018. Turnover certificate of last three financial year issued by CA /Firm should be submitted.
 - d) The Bidder should submit all necessary documents as specified in the NIB.
12. The EMD deposited by the unsuccessful Bidder will be refunded as early as possible after the Bid is finalized and the EMD of successful Bidder shall be retained with the Department and will be returned after successful completion of supply. The EMD will be forfeited, if the Bidder withdraws the Bid or does not supply the specified item as per supply order of the quoted items within stipulated period.

13. SUBMISSION OF BID:

- a. Bid document should be submitted with signature of the Bidder in each page.
- b. The rate offered should be written both in figure and words and no crossing or overwriting shall be entertained in the Bid. In case of any discrepancy between quoted rates, the rate offered in words will be considered.
- c. Rate should be quoted in the Contractor Form enclosed in the NIB.
- d. The proposal should contain the details called for, a letter intimating their acceptance of the Bid T&Cs as well as documents in support of the minimum eligibility criteria specified above.
- e. All duties, taxes including GST and other levies payable by the Bidder under the contract, or for any other cause shall be included in the rates, prices submitted by the Bidder. Sales tax, purchase tax, turnover tax or any other tax on material in respects of this contract shall be payable by the Bidder and Government will not entertain any claim whatsoever in respect of the same.

- f. For transportation of materials to concerned beneficiary or the sites of supply as specified in the work order in due course of time Statutory traffic restriction during transport of materials to the site is to be taken in to consideration before Biding.
 - g. In case of any bid where unit rate of any item/items appear unrealistic, such Bid will be considered as unbalanced and in case the Bidder is unable to provide satisfactory explanation such a Bid is liable to disqualify and rejected.
14. **RIGHT TO ACCEPTANCE / REJECTION OF BID:** The right of acceptance of Bid rests with the Director of Fisheries, Assam who does not bind himself to accept the lowest Bid and also reserve the right to reject any or all the Bid(s) received without assigning any reason whatsoever. Any dispute arises in future will be finalized by the Department of Fisheries, Government of Assam.
15. Rejected items shall be taken back by the Bidder at their own cost within 15 (fifteen) days of the notice of rejection and should be replenished within 15 days.
16. Bids imposing any extra conditions of their own will not be entertained.
17. No price escalation will be granted.
- 18. AWARD OF CONTRACT:**
- a) The Director of Fisheries, Assam will award the contract to the Bidder whose Bid is determined to be substantially responsive to the Bidding document and who offers the lowest evaluated price.
 - b) On acceptance of the Bid, the Bidder shall name in writing his accredited representative(s), would be responsible for taking instructions from the Department.
 - c) Director of Fisheries, Assam reserves himself the right of accepting the whole or any part of the Bid and the Bidder shall be bound to perform the same at the rate quoted.
 - d) After fulfillment of criteria in the evaluation process and approval from competent authority the L.O.I. (Letter of Indent) supply order will be issued in favour of successful Bidder.
- 19. VALIDITY OF BIDS:**
- a) Bids shall remain valid for a period not less than 12 months or the period mentioned in the contract date after the dead line date for submission of Bid as specified in the NIB. A Bid valid for a shorter period shall be rejected by the department as non-responsive.
 - b) In exceptional circumstances prior to expiry of the original time limit, the officer inviting the Bid may request the Bidder to extend the period of validity for a specified additional period. The request and the Bidders' responses shall be made in writing only.
- 20. PAYMENT PROVISION:**
- a) There is no provision of advance payment towards cost of items to the approved Bidder.
 - a) The Bidder should produce delivery challan in duplicate and invoice/ bill in triplicate & stock entry dully certified by DFDO concerned or his authorized representative supported by photographs & receipt of beneficiary, will be considered for payment.
 - b) Item should be in good condition at the destination point duly certified by DFDO or his authorized representative. Item should be in good condition at the destination point duly certified by DFDO or his authorized representative.
 - c) Payment will be made by the Director of Fisheries on receipt of fund from Director of WPT&BC subject to release of fund.

21. NO CLAIM OF COMPENSATION FOR SUBMISSION OF BID: No Bidder shall be entitled to claim any expenses /charges incurred by him or incidental therein in connection with submission of Bid.
22. An undertaking as enclosed herewith must be submitted along with the Bid
23. The Bid proposal completed and signed in all pages shall be submitted in a sealed envelope **(The 'NIB reference' and package no as stated in the beginning of this document must be written clearly on the envelop)**. Envelop must containing following documents for eligibility criteria
- Dully signed Bid document (should be signed in each & every pages)
 - A passport size photograph
 - PAN Card
 - GST registration and Clearance certificate
 - EMD in shape of Demand Draft /Term Deposit/ FDR etc from Nationalized Bank in favour of **Director of Fisheries, Assam, Meen Bhawan, Guwahati- 16** for the value as specified above
 - Experience certificate in particular trade certified by competent authority
 - Valid Company Registration Certificate/ Authorized Dealer Certificate/Industrial License/Registration of the Supplier as the case may be
 - Turnover certificate of last three financial year issued by CA/Firm
 - Detail Name, Address, Telephone No., Fax ,E-mail ID of the Bidder/firm should be submitted
 - Any documents relating to the T&C not specified above

24. Tender quoted Rate

The Bidder may quote the rate against the item to be supplied above and such rate should be mentioned in the following Table:

Item	Estimated cost of per liter (One liter prophylaxis and one liter medicine) of prophylaxis and medicine in Rs.	Bidder quoted Rate of per liter of prophylaxis inclusive all applicable taxes and charges in figure and word separately.
supply of prophylaxis (such as CIFAX etc)	Rs. 1800/Liter	

Sd/-
 Director of Fisheries,
 Assam, Guwahati - 16

UNDERTAKING

1. Certified that I will not claim anything in any shape from the Government if the supply order is curtailed or stopped at any stage for want of funds.
2. I, the undersigned, do here by certify that all the statements made in the required attachments are true and correct.
3. I am agree to abide this bid for a period of _____ days for the data fixed for receiving the same and it shall be binding on us and may be accepted at any time before the expiration of that period.
4. The above mentioned points will form a part of the Contract Agreement.
5. I do hereby accept all T& C as per NIB.

Authorized Signature

Date: _____

Name of Bidder/Firm : _____

Address : _____

Seal & Signature of the Bidder