

**Directorate of Agriculture
Krishi Bhawan,
Jharkhand, Ranchi**

BID DOCUMENT

**INVITATION OF BIDS FOR SUPPLY OF CERTIFIED SEEDS OF
RAGI AND GUNDLI THROUGH DEALER NETWORKING OR
OTHERWISE IN DIFFERENT BLOCKS OF ALL THE DISTRICTS
OF JHARKHAND STATE.**

Sealed tenders are invited for supply of certified seeds of Ragi (Marua) and Gundli through Dealer networking or otherwise in different Blocks of all the districts of Jharkhand under Two Bid System (Technical & Financial) from reputed agencies of Government of India/ State Government who have at least 3 (three) years experience in production and supply of certified and Hybrid seeds.

Tender can be submitted by hand or by Speed post / Registered post. If the tender is sent by post, the department will not be responsible for delay in postal transit.

Tenders received after due date and time will be rejected.

1. Important dates for Tender :-

- 1.1 Pre bid meeting: A pre bid conference will be held on 30-05-2011 at 15.00 hours in the Directorate of Agriculture, Kanke Road, Ranchi.
- 1.2 Date of issue of tender documents: On any working day from 18-05-2011 to 01-06-2011 in working hours.
- 1.3 Cost of tender documents: The intended bidders may purchase tender documents from Deputy Director (Planning), Directorate of Agriculture, Kanke Road, Ranchi by non-refundable payment of Rs. 500/- (Rupee five hundred only) in cash.
- 1.4 Last date of submission of sealed tender documents: On 02-06-2011 till 14.00 hours at Directorate of Agriculture, Kanke Road, Ranchi.
- 1.5 Opening of technical bid: On 02-06-2011 at 16.00 hours in Sameti Hall in front of purchase committee. All the

bidders or their duly authorized representative may remain present at time of tender opening for discussion & queries of purchase committee.

- 1.6 On the date of opening, only Part-I (Technical Bid) will be opened. Part-II (Financial Bid) shall be opened subsequently only of those tenderers, whose technical bid qualifies as per the laid norms of tender. The date of opening of Financial bid of qualified bidder shall be announced by the purchase committee.

2. Tender Procedure :-

- 2.1.** The Bidders should submit the proposal in two parts:
(a) Technical Bid and
(b) Financial Bid.
- 2.2. Technical part should contain all such documents as mentioned in Para 4.2 of the Bid Document.**
- 2.3.** Financial part should contain the Financial Bid inclusive of all admissible comprehensive taxes, duties and levies etc. The details of the financial bid should also be included for better appreciation of the bid.
- 2.4.** These two parts should be submitted in separate sealed and super scribed envelope.
- 2.5.** Both the envelopes should then be sealed in a third envelope marked as **“Tender for Supply of Certified”**.
The bidder should also super scribed on the envelope the name of the firm, address and tender notice number & date.
- 2.6.** All tender should be addressed to Directorate of Agriculture, Kanke Road, Ranchi
- 2.7** Approximate Quantity of tendered seeds with the name of crop and its variety are as follows:-

Sl No.	Name of Crop	Variety	Approx Quantity (Q)
1	Ragi (Marua)	Verities recommended for Jharkhand State	200
2	Gundli	Verities recommended for Jharkhand State	64
TOTAL			264

3. Scope of Work :-

The scope of work shall be complete supply of certified seed through dealer networking or otherwise at block level in different districts of Jharkhand State.

4. Guidelines for Submission :-

Interested Government of India/ State Government agencies with requisite experience, may submit required documents in two packets (Technical & Financial Bids) as detailed below :-

The list of essential documents which must be submitted with technical bid (Packet – I) :-

4.2.1 Earnest money (refundable) in form of Demand Draft issued by any nationalized Bank amounting Rs. 50000/- (Rupees fifty thousand only) in favour of Director Agriculture, Kanke Road, Ranchi.

Cheque / Bank guarantee / fixed deposit receipts / NSC etc. are not acceptable towards deposit of earnest money.

4.2.2 Photocopy of JVAT / Sales Tax Registration Certificate in Jharkhand State.

4.2.3 Photocopy of JVAT / Sales Tax clearance certificate of Jharkhand State, valid at the time of opening of technical bid.

- 4.2.4** If the bidding agency is not registered under Jharkhand Sales Tax department, then they must give an undertaking through notary affidavit that “They will supply the seeds / items after payment of JVAT / Jharkhand Sales Tax on their own.
- 4.2.5** IT return certificate and Audited Balance Sheet for last three financial year 2008-09, 2009-10 & 2010-11 of the bidder. The minimum average turnover of last three year’s 2008-09, 2009-10 & 2010-11 should not be less than 200.00 lakhs for production firm.
- 4.2.6** Affidavit through first class magistrate mentioning that “*Our company/agency is not black listed by any Government / Semi government organization*”. A draft for affidavit to be submitted can be taken along with the tender document.
- 4.2.7** Production license should be in the name of bidder. If the bidder is not a producer then he should produce authorization certificate for Production of such seeds from the producers.
- The authorization letter should be addressed to Directorate of Agriculture, Kanke Road, Ranchi. Photocopy or Fax copy shall not be accepted.
- 4.2.8** List and full address with phone numbers of their clients in India, where they have supplied certified /hybrid seed, which they are quoting in this tender document should also be submitted by the bidders.
- 4.2.9** Producers will have to give the stock point of the tendered seed with the name of seed, varieties , and its available quantity.
- 4.2.10** Producers have to supply the seeds of varieties suitable for Jharkhand state as recommended by Birsa Agricultural University, Kanke, Ranchi/ Central Variety release Committee, New Delhi.

4.2.11 The seeds supplied by the bidder must be certified seeds from recognized seed certifying agencies of concerned State Government.

4.2.11.1 Bidders have to give the details of foundation seed crop and variety wise in respect of available certified seeds.

4.2.11.2 Bidders have to give the supply and movement plan of the seeds.

4.2.11.3 Bidders will have to give the details of wholesalers and retailers present in Jharkhand.

4.3 Financial Bid (Packet – II) :-

4.3.1 The rates should be quoted F.O.R. destination .

4.3.2 The per quintal rate of certified/hybrid seeds with variety distinctly quoted in figures in the prescribed form attached. Price should be quoted separately without tax and with all admissible taxes.

4.3.3 The technical bid submitted will be evaluated on the basis of the following criteria:- (Max.- 100 marks)

Sl. No	Criteria	Marking Scale	Maximum marks
1.	Number of years in such certified /Hybrid seeds production.	3 marks for each additional year after 3 years.	30 marks.
2.	Annual turnover, which will be average of 2008-09, 2009-10 & 2010-11 on the basis of audited balance sheet.	3 marks for each additional 100 lakhs after 200 lakh rupees with 40 maximum marks.	40 marks.
3.	Number of single order worth Rs. 100 lakh and above.	2 marks for each such order with 15 maximum marks.	15 marks.
4.	Quality assurance certificates in the name of firm by state seed certification agency.	3 marks for each such certificate for a particular crop with 15 maximum marks.	15 marks.

5. Selection Process :-

A nominated committee will evaluate the technical bid received. Technical assessment will be based on technical evaluation criteria as mentioned in Para 4.2/4.3.

On the basis of technical assessment, top competitive seed producing agencies scoring more than 50%, or as decided by the State Government in technical assessment, will be selected and the financial packet of only those agencies will be opened.

The job of supplying various seeds will be awarded to the producer who quoted the minimum price for the seeds with specified technical specification as specified in the tender document.

6 Supply of seed :-

- a. Seeds should be supplied within stipulated time as quoted in supply order.
- b. The seeds damaged during transport shall not be accepted.

7 Terms of Payment :-

- a. Advance payment will be admissible as per government norms.
- b. Full payments of seeds shall be made only after obtaining satisfactory report from seed testing laboratory, Ranchi and after deduction of T.D.S.
- c. Payment shall be made by the concerned district Agriculture Officers after compliance of all criteria fixed by Directorate/ State Government.

8 Forfeiture of Security Deposit :-

Security Deposit in full or part may be forfeited in the following cases :

- (i) When the terms and conditions of contract is breached.
- (ii) When the bidder fails to make complete supply of seeds satisfactorily.
- (iii) Notice of reasonable time will be given in case of forfeiture of security deposit. The decision of Director Agriculture, Jharkhand, in this regard shall be final.

9. Signing of the Bid

- 9.1 Bid shall be signed by the bidder or by his duly authorized person holding power of attorney for signing the bid document.

10. Other terms & conditions :-

- a. The seeds mentioned in the tender document is tentative and subject to increase or decrease at the time of finalization of tender/supply order.
- b. The undersigned reserves the right to accept or reject in part or as a whole any of the proposal received or cancel the tender document without assigning any reason.
- c. 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 in supply of seeds.
- d. Any legal matter related to this tender shall be under jurisdiction of Hon'ble Jharkhand High Court, Ranchi.
- e. Approved rate is valid up to nine month.
- f. The detail name & specification of seeds are attached with this tender document.
- g. Any of the Financial Terms & Conditions not covered in this bid document shall be governed as per the provisions of General Finance & Accounts Rules prescribed by the Government of Jharkhand.
- h. All tender should be sent to State Government/Director Agriculture at the address given below.

**DIRECTOR AGRICULTURE
AGRICULTURE DIRECTORATE
JHARKHAND, RANCHI
KANKE ROAD,
RANCHI-834008.**