

Part-I

BIDDING DOCUMENTS

FOR PROCUREMENT OF FERTILIZER & SEED, AT
LIVESTOCK EXPERIMENT STATION FAZILPUR
DISTRICT RAJANPUR

2022-2023

TENDER-FP/2/22-23



LIVESTOCK & DAIRY DEVELOPMENT DEPARTMENT

Bidding document contains Three parts:

Part-I contains 07 pages

Terms & Conditions

Part- II contains 01 page

Technical Proposal

Part -III contains 01 page

Financial Proposal

TENDER FORM FOR THE SUPPLY OF FERTILIZER & SEED AT LIVESTOCK EXPERIMENT STATION FAZILPUR DISTRICT RAJANPUR DURING THE YEAR 2022.2023.

TENDER INQUIRY NO. & DATE	02 Dated 20.04.2023
LAST DATE & TIME FOR RECEIPT OF TENDER	20.04.2023 Upto 11:30 AM
LAST DATE & TIME OF OPENING OF TECHNICAL PROPOSALS	20.04.2023 Upto 12:00 PM
LAST DATE & TIME OF OPENING OF FINANCIAL PROPOSALS	20.04.2023 Upto 12:30 PM
VENUE	

TENDER FEE (Non refundable) Rs.500-00

BIO-DATA OF THE PARTICIPATING FIRM

Name of the firm _____

Name of Authorized person _____

Sale License No. _____

Issuing Authority _____

Manufacturer's or _____

Sole Distributor's certificate _____

GST Registered No. _____

Income Tax No. _____

Circle of Income Tax Deptt. _____

Previous Experience if any _____

Call Deposit No. with Date, _____

Amount & Address of Bank) _____

Permanent Address _____

No. of pages attached by bidder _____

with Bidding document _____

Phone No. _____

Fax No. _____

Signature & Stamp _____

Name _____

Firm _____

Address _____

SCHEDULE FOR INVITATION OF BIDDING DOCUMENTS, BID EVALUATION / QUALIFICATION CRITERIA WITH TERMS & CONDITIONS FOR PURCHASE OF FERTILIZER & SEED AT LIVESTOCK EXPERIMENT STATION FAZILPUR DISTRICT RAJANPUR DURING THE YEAR 2022.2023.

LAST DATE & TIME FOR RECEIPT OF TENDER	20.04.2023 Upto 11:30 AM
LAST DATE & TIME OF OPENING OF TECHNICAL PROPOSALS	20.04.2023 Upto 12:00 PM
LAST DATE & TIME OF OPENING OF FINANCIAL PROPOSALS	25.04.2023 Upto 12:30 PM
VENUE	Stamp In-charge.

Firms are required to quote prices on free delivery to consignee end. Offer shall remain valid till 30-06-2023, from the date of acceptance of tender. Offer less than 30-06-2023 will not be accepted.

#	Name of Items	Estimated Cost	Delivery point
I	Fertilizer Di-Ammonium Phosphate (DAP) 46% P2O5 and 18% N	0.6 Million	Officer In-charge Livestock Experiment Station Fazilpur Tehsil & District Rajanpur
II	Seed Maize F-Goi	0.7 Million	
III	Seed Sada Bahar Jawar		
IV	Seed Jawar Dasi		
V	Seed Jantar		

REQUIREMENTS OF TECHNICAL & FINANCIAL PROPOSALS & SPECIAL INSTRUCTIONS

(PLEASE READ THE FOLLOWING INSTRUCTIONS, TERMS AND CONDITIONS CAREFULLY)

1. Tenderer should adopt single stage two envelopes procedure according to the "Punjab Procurement Rules, 2014" (single envelope containing separately sealed technical proposal and financial proposal). All Proposals (Technical/Financial) must be properly filled and sealed.
2. Technical/Financial Proposals should be addressed to Officer In-Charge Livestock Experiment Station Fazilpur District Rajanpur.
3. The Firms are required to attach **bid security @ 2% of the estimated price** in shape of Call Deposit in the name of Officer In-Charge Livestock Experiment Station Fazilpur District Rajanpur. along with the bids as detailed in the Advertisement.
4. The successful bidder will have to furnish **performance Guarantee 10% of contract amount**, in the form of call deposit in favor of **Officer In-Charge Livestock Experiment Station Fazilpur District Rajanpur** (by designation only) failing which purchase shall be made at his risk and expense.
5. Offer will remain valid till **30-06-2023**.
6. **No offer shall be considered if it is:-**

- a. submitted without bid security
 - b. received after the date and time fixed for its receipt,
 - c. Unsigned.
 - d. Ambiguous.
 - e. Conditional
 - f. **Given by a firm black listed, suspended or removed from the approved list of contractors by any Department of Government of Punjab, or Federal Govt.**
 - g. Received by Fax, E-mail.
 - h. Received with a validity period shorter than that required in the Tender Enquiry.
 - i) **Does not conform materially and substantially to the specification indicated in the Tender Enquiry.**
7. Successful bidder will have to deliver Fertilizer & Seed in the office of Officer In-Charge Livestock Experiment Station Fazilpur District Rajanpur within the stipulated period fixed by the Competent Authority.
 8. Delivery of items should be in one lot. Piecemeal or split supply will not be acceptable. **Delivery period will be 15 days.**
 9. All the bidders must quote rates inclusive of all taxes.
 10. **In case of any dispute the decision of the Director Livestock Dera Ghazi Khan Division D.G Khan will be final and bidder shall not have any right to go in any Court of Law.**
 11. No supplementary or revised offer after the opening of Tender shall be entertained.
 12. (a) If the acceptance of Tender issued during the validity period of the offer is not accepted by the bidder, bid security shall be forfeited and store purchased at his risk and expense.
(b) In case the offer is withdrawn, amended or revised by the bidder during the validity period of the offer, the bid security is liable to be forfeited.
(c) In case, The Contractor fails to execute the contract strictly in accordance with Terms and Conditions laid down in the contract the Security deposited by him shall be forfeited and the store purchased at his risk and expense.
 13. The Purchasing Agency reserves the right to claim compensation for the loss caused by the delay in delivery of Store / Items etc.
 14. If any bidder fails to supply the stores within stipulated period, risk purchase will be made under the rules and the amount of risk purchase will be recovered from the bill of the contractor or from his security.
 15. The Call Deposit of the bidder will be reserved after finalization of the Tender of the particular item.
 16. Officer in-charge livestock experiment station Fazilpur district Rajanpur reserves the right to purchase full or part of the stores or ignore / scrap & cancel the tender

without assigning any reason as well any decrease or increase in the quality without intimating the tenderer subject to availability of funds reasonability of price & cost effectiveness.

17. In case of holidays declared by the Govt. the Tender will be opened on next working day at same time and place.
18. Income Tax or any other Tax imposed by Govt. will be implemented according to Govt. Rules.
19. Inspection of stores and verification of specification including quality, quantity will be conducted by the Technical Committee of this office.
20. The bidders shall enclose Catalogues/Leaflets/Literature and other Technical Data, in respect of stores offered by him.
21. The envelope marked as "FINANCIAL PROPOSAL" will be retained in the custody of the procuring agency without being opened.
22. Any erasing/cutting/crossing etc appearing in the offer is not allowed. Moreover, all pages must be properly signed by the tenderer.
23. The buyer reserves the right to claim compensation for the loss caused by delay in delivery of store and liquidated damages would be charged as under rules on late supply. No privilege of late supply will be given at any cost & no justification in this regard will be accepted.



Officer In-Charge
Livestock Experiment Station
Fazilpur District Rajanpur

We guarantee to supply the Fertilizer & Seed in accordance with the requirements specified in the invitation to Tender No. _____

Name: _____

Address: _____

Signature: _____

Seal _____

Witness _____

(a) Name _____ Signature _____

(b) Full address _____ (c)

Date _____

CERTIFICATE

(MUST BE PROVIDED ON JUDICIAL STAMP PAPER WROTH RS.200-00)

1. We M/S _____ hereby confirm that we have read carefully the description of Fertilizer & Seed and conditions of your tender enquiry # _____ for the supply of Fertilizer & Seed to the Officer In-charge Livestock Experiment Station Fazilpur District Rajanpur and we agree to abide by all instructions and conditions as laid down in tender documents.
2. It is declared that we are not suspended; black listed/defaulters of any Government/Autonomous Institution at any time.
3. In case of violation of any term and conditions, our security/call deposit may be forfeited which we shall not challenge in any Court of Law.
4. We also hereby categorically confirm that the stores offered by us are exactly of the same particulars and specifications as laid down in your tender enquiry in all respect.
5. Offers will remain valid till 30-06-2023.
6. Certified that the prices quoted vide this Tender Enquiry are not more than the prices charged from any other Purchasing Agency in the country or Prevailing Market Rates and in case of any discrepancy, we, the Tenderer hereby undertake to refund the price charged in excess.
7. Certified that store items will be of good quality as per specifications laid down in bidding documents. If any item/store found substandard or faulty will be replaced at our own risk and cost.
8. We accept that if the required bid security is not furnished or our offer is found lacking in any of the requirement of your tender enquiry, offer shall be ignored.
9. We hereby confirm to adhere to the delivery period required in the Tender Enquiry which would be the essence of the contract and which will be strictly adhered to us.
10. Certified that we will be responsible for the free replacement of Fertilizer & Seed if the same is found to be sub-standard and/or at variance with the specification given in the Tender Enquiry. In case of SIMILAR store offered is at variance with the specification given in the Tender Enquiry, the Tenderers must clearly identify variations in their offer. Store offered of specifications superior to the one specified in the Tender Enquiry shall, however, be acceptable.
11. (a) If the acceptance of Tender issued during the validity period of the offer is not accepted by us, bid security may be forfeited and store purchased at our own risk and expense.
 (b) In case the offer is withdrawn, amended or revised by us during the validity period of the offer, the bid security may be forfeited.
 (c) In case, we fail to execute the contract strictly in accordance with Terms and Conditions laid down in the contract the Security deposited by us may be forfeited and the store purchased at our own risk and expense.

Name: _____

Signature: _____

Firm: _____ (Stamp)

Address: _____

EVALUATION CRITERIA

(All parameters of evaluation criteria are compulsory/knockdown. Failure to comply with any parameter will result in rejection of bid).

Please tick Yes or No
(No box should be left un-attended)

1	Tender form No..Dated	Mandatory	Yes	No
2	Copy of authority letter is attached	Mandatory	Yes	No
3	GST Registration Certificate attached	Mandatory	Yes	No
4	Income Tax registration attached	Mandatory	Yes	No
5	Professional Tax Clearance Certificate attached	Mandatory	Yes	No
6	Literature/broachers/PIB etc. attached	Mandatory	Yes	No
7	Submission of the undertaking that the firm is not black listed, certification of quoted rates, quality & reasonability of price and not involved in pending litigation before Punjab Regulatory Authority on stamp paper worth Rs. 200/-	Mandatory	Yes	No
8	Compliance to the technical specifications of the goods (all items) to be procured mentioned in technical proposal of this documents	Mandatory	Yes	-

Signature & Stamp

Name _____

Firm _____

Address _____

Cell No. _____

Part-II

TECHNICAL PROPOSAL**FOR PROCUREMENT OF FERTILIZER & SEED AT LIVESTOCK EXPERIMENT STATION
FAZILPUR DISTRICT RAJANPUR DURING THE YEAR 2022.2023**

Tender Inquiry No. _____ Date of Issue of Tender Form : _____ Tender Fee Rs.500-00(Non Refundable)

CDR No. _____ Dated _____ Amount of Call Deposit _____

To whom issued _____ Guaranteed By : _____

(Name of Bank)

Date of opening: 20-04-2023

Opening Time: 12:00 PM

#	Items	Specification	Tentative Quantity	Offered Specifications	Contractor / Dealer
1	2	3	4	5	6
I	Fertilizer	Di-Ammonium Phosphate (DAP) 46% P ₂ O ₅ and 18% N (weight: 50 kg per bag)	45 Bags		
II	Seed	Maize F-Goi	1200Kg		
III	Seed	Sada Bahar Jawar	300Kg		
IV	Seed	Jawar Dasi	450Kg		
V	Seed	Jantar	200Kg		

Copy of CDR must attach with Technical Proposal.

Part-III

FINANCIAL PROPOSAL**FOR PROCUREMENT OF FERTILIZER & SEED AT LIVESTOCK EXPERIMENT STATION
FAZILPUR DISTRICT RAJANPUR DURING THE YEAR 2022.2023**

Tender Inquiry No. _____ Date of Issue of Tender Form : _____ Tender Fee Rs.500-00(Non Refundable)

CDR No. _____ Dated _____ Amount of Call Deposit _____

To whom issued _____ Guaranteed By: _____

(Name of Bank)

Date of opening: 20-04-2023

Opening Time: 12:30 PM

#	Items	Specification	Quantity	Rates Offered Per Unit	Trade name of Item/Product
1	2	3	4	5	6
I	Fertilizer	Di-Ammonium Phosphate (DAP) 46% P2O5 and 18% N (weight: 50 kg per bag)	45 Bags		
II	Seed	Maize F-Goi	1200Kg		
III	Seed	Sada Bahar Jawar	300Kg		
IV	Seed	Jawar Dasi	450Kg		
v	Seed	Jantar	200Kg		