

**Department of Animal and Fisheries Resources
Office of the Animal Husbandry Information & Extension
Bihar, Patna**

Short Term Tender for Rate Contract of Printed Metal Sheets

Office of the Animal Husbandry Information & Extension, Bihar, Patna invites bid under 2 bid system for rate contract of printed metal sheets for Office Boards and AH related Advisories. The detailed terms and conditions along with bid guidelines & specifications may be downloaded from the website of the department **www.ahd.bih.nic.in** and can be seen on the office Notice Board. The bid should be accompanied with an EMD of Rs.1,00,000/- (One Lac Only) otherwise the bid may outrightly be rejected. Bids complete in all respects should reach the office of the undersigned by 3:00 p.m. on 27th of December, 2021. The technical and financial bids shall be opened on 11:00 a.m. on 28th of December, 2021 in presence of the bidders who may wish to attend.


(Dr. Ramesh Kumar)
Assistant Director

Section – I

INSTRUCTIONS TO TENDERERS / BIDDERS

Sealed tenders are invited in the prescribed format from manufacturers for rate contract of printed metal sheets for a period of one year under two envelope system.

➤ **Qualification Criteria**

- Copy of GST Registration No. must be submitted.
- Copy of PAN No. and Last three financial years IT returns copies must be submitted.
- The bidder should furnish the information on past supplies and satisfactory performance (experience) in the Proforma given under Section III (proof must be submitted) of at least five such assignments. The firm should have experience of manufacturing of printed metal sheets for Government/Public Sector Agencies. Experience in the field of Animal Husbandry will be preferred.
- Bid security in form of Demand Draft/ Bank Guarantee of Rs. 1,00,000.00 (Rupees One lac Only) must be enclosed.
- The bidder should have achieved minimum average annual turnover of Rs. 1,00,00,000.00 (Rupees One Crore Only) in the last three completed financial years. A copy of the Audited profit and loss statement, Balance sheet etc for last three completed financial years, in support of the agency's financial standing & capability to perform the contract must be enclosed.
- Bidder shall submit a self declaration of non blacklisting by any Govt./Public Sector agency.
- Minimum three Samples of previous works done must be enclosed.
- The Bidder should also submit the proof of having requisite machines i.e., metal sheet printing machine, coating machine, drying oven, details of infrastructure available and employees.
- Copy of all other statutory registration papers i.e., factory license, three phase electricity connection.

Notwithstanding anything stated above the purchaser reserves the right to assess bidder's capability and capacity to perform the contract should circumstances warrant such an assessment in the overall interest of the purchaser.

Tenders not submitted as per above prescribed manner will be treated as invalid.

The Bidders have to submit their proposals in two envelopes as mentioned below.

1. Envelope marked "A"–

- i) Security Deposit of Rs.1,00,000/- (One Lac Only) in form of Bank Draft or Bank Guarantee for a period of one year.
- ii) Past experience (prescribed format on Section–III).
- iii) Copy of GST Registration, PAN card and Last three years IT returns copy.
- iv) Proof of sound financial capability of the bidder. The bidder should have achieved minimum average annual turnover of Rs.1,00,00,000/- (One Crore Only) in the last three completed financial years. A copy of the profit and loss statement, Balance sheet and auditor's report for last three financial years etc in support of the agency's financial standing & capability to perform the contract.
- v) Minimum three Samples of previous works done.
- vi) Self declaration for Non Blacklisting.
- vii) Sample of material for the items as specified in Section II.
- viii) Details of Infrastructure available and employees.

2. Envelope marked "B" – Financial bid (prescribed format Section – IV)

The Financial Proposals shall be opened publically in the presence of the agencies that choose to attend. The date for the same would be communicated separately. The total financial price which includes applicable taxes, will be considered.

SCHEDULE TO THE INVITATION OF TENDER / BID

General Terms and Conditions

1. Bid for Rate Contract for Tin Plate making of Office Boards and AH related Advisories. **(Refer Section II for technical specifications)**
2. Experience of manufacturing of printing metal sheets for private sector may also be considered along with Government/Public sector agencies.
3. Rate/price should also be quoted for the tin plate manufacture & printing with 1.5" wooden fitting at the back with hooks for suitable hanging for the size of 68"x22" tin plate in addition to the price schedule mentioned in section- iv of the tender published.
4. **Security Deposit**
 - 4.1 Rs. 1,00,000/- (One Lac Only) in the shape of (a) Bank draft, from nationalized / Scheduled Bank located in India issued in favour of Assistant Director, Animal Husbandry Information & Extension, Bihar, Patna payable at Patna or (b) in form of a Bank Guarantee from any Nationalized Bank will have to be submitted in envelope marked 'A'.

- 4.2 The amount of earnest money will be forfeited if the bidder withdraws his bid after the opening of bids.
- 4.3 The bid security shall remain valid for a period of 15 days beyond the original bid validity period.

5. Quotation Price

- 5.1 Bidder must submit rate as per technical specification enclosed in section II
- 5.2 Rates are F.O.R. destination Offices of the District Animal Husbandry Officers situated at District Headquarters of state of Bihar.
- 5.3 The bid shall be typed or written in permanent ink and shall be signed by the bidder or a person or persons duly authorized to bind the bidder to the contract. The letter of authorization shall be indicated by written power-of-attorney accompanying the bid. All pages of the bid, except for unrelated pages, shall be initialed by the person or persons signing the bid.
- 5.4 Any interlineations, erasures or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- 5.5 Telex or Facsimile quotations are not acceptable.

6. Validity of quotation

- 6.1. Bids shall remain valid for 60 days after prescribed date of opening of technical bids. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive. After signing of the rate contract, its validity will be for a period of one year.
- 6.2. The Purchaser may solicit the bidder's consent to an extension of the period of validity. The request and the responses there shall be made in writing. The bid security provided under Clause 6 shall be suitably extended. A bidder may refuse the request without forfeiting its bid security. A bidder granting the request will not be required nor permitted to modify its bid.

7. Condition for Supply

Since the agreement will be a rate contract valid for a period of one year from the date of contract/issue of order, the purchaser will have liberty to increase, decrease or even part supply order spread over the Rate Contract period as & when required during the year. Any decision regarding extension of the rate contract duration after 1 year will be taken based on the requirement, performance of the agency and mutual consent of both the parties.

- (a) Delivery: The delivery of the goods should be done within 60 days of issue of work order.
- (b) Any delay in the period mentioned above in 5(a) will attract deduction in payment of ordered value in below mentioned ways;
 - i. For a delay of less than 14 days in delivery - 0.20% per week for delayed Quantity
 - ii. For a delay from 15 days to 21 days - 0.50% per week for delayed Quantity
 - iii. For a delay of 22 days and above - 1 % per Week for the delayed Quantity Or Part thereof

However, the above deductions would not be applicable if the delay is on account of this office.

8. Force Majeure

- 8.1 Force majeure as used herein means any unforeseeable and irresistible act of nature will not be effective in case of war, invasion, enemy or terrorist action, insurgency, hostilities, embargoes, blockades, major strikes, employees' strikes, disorders riots, demonstration, revolution, epidemics, denial of Public use of road transport, earth Quake, explosion, fire, flood, Acts of God and Acts of Government.
- 8.2 If at any time during the Performance of the Contract, the supplier should encounter conditions impeding timely delivery of the goods at the consignee level, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and the causes. As soon as practicable after receipt of the suppliers note, the purchaser shall evaluate the situation and at its discretion, extend the time for delivery of the goods.

9. Modification and Withdrawal of Bids

- 9.1 The bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification or withdrawal is received with the Purchaser prior to the deadline prescribed for submission of bids.
- 9.2. The bidder's modification or withdrawal notice shall be prepared, sealed and marked and dispatched in the manner original bid was sealed marked and dispatched.
- 9.3. No bid may be modified subsequent to the deadline for the submission of bids.
- 9.4. No bid may be withdrawn in the interval between the deadline for submission of the bids and the expiration of the period of Bid validity specified by the bidder on the bid form. Withdrawal of a bid during this interval may result in the bidder's forfeiture of its bid security.

10. Payments

- 10.1 Payment shall be made after delivery of the goods in satisfactory condition. Part payment of goods supplied would be considered, solely on the discretion of the Assistant Director.

11. Important Timelines

- 11.1 Bidders are requested to send their offer in the prescribed format (enclosed herewith) in sealed envelope addressed to Assistant Director, Animal Husbandry Information and Extension, Bihar, Off Polo Road, Patna on or before **27th of December, 2021**
- 11.2 The Technical Bids according to the tender document will be opened on **28th December, 2021 at 11:00 a.m.** in the presence of bidders or their authorized representative who desires to be present. The Financial Bids of only technically successful bidders would be opened.
12. No preference will be given to any bidder or class of bidders, either for price or for any of the terms and conditions, earnest money deposit exemption etc.

SECTION-II

TECHNICAL SPECIFICATION

Item - Printed Metal Sheet

Size	:	34" x 22" & 68" x 22"
Thickness	:	0.20 mm (+/- 0.01 mm)
Printing	:	Four colour on one side
Coating	:	Anti rust coating on the back side
Metal Sheet	:	CR/PCRC
Handling/Installation	:	Holes on 4 corners

1. Delivery schedule- within 60 days from the date of work order for the item, or as otherwise specifically to be mentioned in the work order.

2. Place of Delivery – Office/Godown of the District Animal Husbandry Officers of State of Bihar.

SECTION III
PROFORMA FOR PERFORMANCE STATEMENT

Name of the Firm:

Order placed by (Full address of Purchaser)	Order no. & date	Description & quantity ordered	Value of order	Date of completion of Delivery		REMARKS Indicating reasons for late delivery, if any
				As per contract	Actual	
1	2	3	4	5	6	7

Signature and seal of Bidder

Note : Proof of the above to be annexed as supplementary

SECTION IV: FINANCIAL BID FORM
(Price Schedule)

Item	Specification	Size	Quantity	Unit price (incl. of taxes)
Tin Plate manufacture & printing	As per advertisement	34"x22"	a) 1-1000	
			b) 1001 & above	
Tin Plate manufacture & printing	As per advertisement	68"x22"	a) 1-1000	
			b) 1001 & above	


09.12.2021
Authorized signature with seal