



No.AHVS/DMN/KDF/PART FILE II /2022-23/25

Date:23/05/2022

e - TENDER NOTICE (2022 DAMAN 2234_1)

The Department of Animal Husbandry & Veterinary Services, Daman on behalf of President of India, after approval of the Competent Authority, invites online e-tender on <https://ddd.gov.in> or www.ddtenders.gov.in for Purchase of **1,92,720kgs (approximate One hundred Ninety three Metric Ton) of Dry Grass (Hay)** in form of bales from the interested Suppliers/Dealers for Govt. Dairy Demonstration Farm, Kachigam, Daman.

Sr. No	Particulars	Estimated Cost	EMD	Tender Fees (Non-Refundable)
1	Dry Grass in form of bales (Flower grass)	₹16,95,500/-	₹85,000/-	₹2,000/-

Publish date : 23/05/2022
Document download/Sale start date : 23/05/2022 11.00 Hrs
Document download/Sale end date : 14/06/2022 16.00 Hrs
Bid submission start date : 23/05/2022 11.00 Hrs
Bid submission end date : 14/06/2022 16.30 Hrs
Bid opening date : 15/06/2022 11.00 Hrs (if possible)

Bidders have to submit tender in Two Bid System - Technical Bid and Price Bid. Price Bid has to submit in Electronic format only on <https://ddtenders.gov.in/nicgep/app> website till the last date and time for submission. **Price Bid in Physical format shall not be accepted in any case.**

Technical Bid submission should be done along with tender Fees, EMD in original and other required documents by R.P.A.D./Speed Post or to be deposited in the tender box kept in the office of the **Veterinary Officer, Daman**. However, Tender Inviting Authority shall not be responsible for any postal delay. Tenders can be downloaded from www.ddtenders.gov.in. or www.daman.nic.in

The EMD and Tender Fees should not be forwarded in cash. The tender fees will be accepted in form of DD and EMD in the form of DD/FDR/Bank Guaranttee in the name of **the Veterinary Officer, Daman** from any Nationalized/Commercial Bank payable at **Daman**.

The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reasons thereof. In case bidder needs any clarification on the process of bidding for participating in online tender for further details, correspondence can be made on e-mail: ahvs-dmn-dd@nic.in

Sd/-
(Shivam Teotia)
Director cum Deputy Secretary (AHVS)
U.T. of DNH & DD
Daman.

Copy fd.w.cs. to;

- 1) All the Heads of Offices, Daman for Wide publicity.
- 2) The SIO, NIC, Daman with a request to upload the tender notice on official website of U.T.
- 3) The Chief Publicity Officer, Daman with a request to publish in one each Gujarati & Hindi leading news papers.

Terms and Conditions for purchase of Dry Grass in form of bales (Flower grass) for Govt. Dairy Demonstration Farm, Kachigam, Daman, Department of Animal Husbandry & Veterinary Services, Daman.

Instructions to Bidders :

- 1) All Tender Documents can be downloaded free from the website <https://ddtenders.gov.in/nicgep/app>
- 2) All bids should be submitted online on the website <https://ddtenders.gov.in/nicgep/app>
- 3) The user can get a copy of instructions to online participation from the website <https://ddtenders.gov.in/nicgep/app>
- 4) The suppliers should register on the website through the “New Supplier” link provided at the home page, the registration on the site should not be taken as registration or empanelment or any other form of registration with the tendering authority.
- 5) For all queries regarding tender specifications and any other clauses included in the tender document should be addressed to personnel in tendering office address provided below:

The Veterinary Officer
Govt. Veterinary Dispensary, Mashal Chawk,
U.T. of DNH & DD, Daman - 396 220
e-mail: ahvs-dmn-dd@nic.in

- 6) All documents scanned/attached should be legible/readable. A hard copy of the documents except Price bid may be sent by post which the department will be used (if required). **Uploading the required documents in <https://ddtenders.gov.in/nicgep/app> is essential.**
- 7) The Tenders shall be submitted in two-bid system, wherein the Technical bid and Price Bid is to be filled online on <https://ddtenders.gov.in/nicgep/app>. **The envelope should be superscribed as “e-Tender for purchase of veterinary medicine”.** Department shall not be responsible for any delay or loss or non-receipt of the tenders by RPAD/Speed Post.

Tender Fees (Non Refundable) ₹ 2,000/-:

- a. The tender fees should not be forwarded by cash.
- b. The tender fees (Non Refundable) will be accepted only in form of DD/ A/c payee Cheque in favour of the **Veterinary Officer, Daman** drawn from Any Nationalized/ Commercial Bank payable at Daman.
- c. All tenders must be accompanied by **tender fees in form of DD/ A/C payee cheque in physical form** otherwise tender will be rejected.

Earnest Money Deposit: (₹85,000/-)

- a. Tender must be accompanied by EMD otherwise tender will be rejected.
- b. Any firm desires to consider exemption from payment of Earnest Money Deposit, valid and certified copies of its Registration with MSME/NSIC/DGS&D should be attached to their tenders.
- c. EMD in physical form should be submitted in form of **Fixed Deposit Receipt (FDR)/A/C**

payee DD or Bank guarantee drawn in favour of **the Veterinary Officer, Daman** drawn from any Nationalized/Commercial bank payable at Daman.

- d. EMD should be valid up to **12 (Twelve) months** from the date of its issuance.
- e. EMD in any other forms will not be accepted.
- f. EMD shall be liable to be forfeited in following circumstances:
 - i) Tender is rejected due to failure of supply the requisite documents in proper format or giving any misleading statement or submission of false affidavit or fabricated documents
 - ii) In case, the supplier does not execute the supply order placed within stipulated time, the EMD of the supplier will be forfeited to the Government and the contract for the supply shall terminated with no further liabilities on either party to the contract.
 - iii) Tenderer fails to replace the goods declared to be not of standard quality or not conforming to acceptable standards or found to be decayed/spoilt.
- g. The amount of Earnest Money paid by the tenderer(s) whose tenders are not accepted will be refunded to them.
- h. Only on satisfactory completion of the supply order, the amount of Earnest Money will be refunded after expiry of guarantee/warranty period, if any, or any such date/period as may be mutually agreed upon.
- i. In case of failure to supply the store, materials etc. ordered for, as per conditions and within the stipulated time, the same articles will be obtained from the tenderer who offered next lower rates or from any other sources, as may be decided by the tender inviting Officer and the loss to the Government on account of such purchases(s) shall be recovered from the former supplier's Earnest Money or bills payable. The suppliers shall have no right to dispute with such procedure.
- j. The Earnest Money(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is not adjustable with Earnest Money required by this conditions.

Security Deposit: (SD)

- a. The successful tenderer will have to pay within 10 days from the date of demand, an amount equal to 10% of the total value of articles, which may be ordered, as the amount of Security Deposit drawn in from of **A/C payee Demand Draft/FDR/Bank guarantee from any Nationalized/Commercial Bank.**
- b. Non receipt of Security Deposit within stipulated time will result in automatic cancellation of the supply order without any intimation.
- c. However, in case, if any articles are received for which the Security Deposit may not have been deposited, the full Security Deposit as may be due from the supplier will be recovered from the bill(s) for such articles.
- d. In case of failure to replace the accepted and rejected articles from the supplies made, as mentioned in the conditions the loss undergone by the Government will be recovered from the supplier's Security Deposit or payment due of any bill(s) to the extend required.
- e. The Security Deposit(s) paid by the tenderer(s) earlier against any tender(s) or supply order(s) is not adjustable with Security Deposit required by these conditions.

- f. The tender inviting officer will consider extension of time limit for remitting the Security Deposit as demanded. However, in case of denial to consider such extension the supplier is bound to abide by the time limit given.

Conditions of Contract :

1. ACCEPTANCE OF TENDER:

a. The tender is liable for rejection due to any of the reasons mentioned below:

- i. Non-Submission of tender within stipulated time online.
 - ii. Submission of tender physically in the office but not submitted online on [https://
ddtenders.gov.in/nicgep/app](https://ddtenders.gov.in/nicgep/app)
 - iii. Tender is unsigned or not initialed on each page or with unauthenticated corrections.
 - iv. Non-payment of tender fees and Earnest Money Deposit (if not exempted).
 - v. Non-Submission of required documents as shown in the **Checklist (Annexure-A)**
 - vi. Conditional/vague offers.
 - vii. Unsatisfactory past performance of the tenderer.
 - viii. Items with major changes/ deviations in specifications/ standard/ grade/packing/quality offered.
 - ix. Submission of misleading/ contradictory/ false statement or information and fabricated/ invalid documents.
 - x. Tenders incompletely filled.
 - xi. The documents attached by the bidder online if found not readable will not be considered for bid evaluation.
- b. Any discount which the bidder wants to give has to be considered and total final bid amount has to be mentioned clearly in the price bid form on [https://dnhtenders.gov.in/
nicgep/app](https://dnhtenders.gov.in/nicgep/app)
- c. Discount offered after opening of price bids will not be considered.
- d. The consolidated rates entered in the online website will be taken in to account for preparing price statements. However the tender who is found technically acceptable as well as lowest in terms of evaluated rates only be considered for placing the order.
- e. The Department of Animal Husbandry & Veterinary Services, DNH may seek any clarifications/ explanation/documentary evidence related to offer at any stage from tenderer if required.
- f. The rate quoted should be inclusive of all taxes. No extra charges will be paid.
- g. Orders once placed should be delivered within the prescribed time limit.
- h. All/Taxes/Duties/Royalties Charges payable on the sales/transport etc. within and/or outside the state shall be payable by the supplier.
- i. The decision of the Tender Inviting Officer for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
- j. Right to accept or reject without assigning any reasons for all tenders in part or whole is reserved with the Tender Inviting Officer and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.

- k. No separate agreement will be required to be signed by the successful tenderer(s) for the purpose of this contract for supply. Rates tendered/ offered in response to the concerned Tender Notice shall be considered as acceptance of all above terms and conditions for supply for all legal purpose.
- l. The rate(s) quoted should be inclusion of all taxes & including labour and transportation charges & FOR Govt. Veterinary dispensary, Nani Daman, Daman. **The rate will be valid and operative for the period of one year from the date of issue of supply orders and will be extended for further period, if required.**
- m. No unsolicited correspondence shall be entertained after submission of the offer.
- n. The tenderer should sign on each page of the tender documents.

2. TERMS OF SUPPLY :

- a. Extension of time limit for supplies shall be considered by the Tender Inviting Officer. The extension so granted may be with levy of compensation for delay in execution of supply (as mentioned in Liquidated Damages) the cost of supplies ordered for at the discretion of the authority competent to grant extension of time limit provided such request is made well in time, depending upon the circumstances and such decision in the matter will be final.
- b. The supplies, materials etc. of inferior quality standard or of different specifications, brand, manufacturer etc other than that ordered specified and/or incomplete or broken articles will not be accepted. The supplier has to replace the same at his own cost and risk. Intimation of non-acceptance of any materials etc will be sent to the supplier within 10 days from the date of receipt of the stores and the same will be returned to the supplier at his own cost and risk, if he so desires and intimates accordingly within 15 days from the date of dispatch of intimation of the non-acceptance. However, if no communication is received within 15 days from the date of communication the tender Inviting Officer will not be responsible for any damages, loss etc. of such rejected articles.
- c. Demurrage charges paid by the Tender Inviting Officer on account of delayed receipt of dispatch documents intimation will be recovered from the bills payable to the supplier.
- d. If at any time after the order for supply of materials the Tender Inviting Officer shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the Tender Inviting Officer shall give notice in writing of the fact to the supplier(s) who shall have to claim to any payment of compensation what so ever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation by reasons of any alterations having been made in the original instructions which shall invoice any curtailment of the supply originally contemplated.
- e. The items as mentioned in the list are the approximate estimated and actual purchase may more. Accordingly the successful tenderer has no right for any loss/damages with reference to approximate requirement shown in tender and actual requirement.
- f. Only GST (IGST/CGST/UGST) registered bidder are eligible to fill this Tender. Bidder have to upload GST Registration Certificate with the tender.
- g. The documents shown in the **Checklist (Annexure-A)** should be uploaded with tender documents, failing which bid will be disqualified/rejected straightway without any further clarification.

- h. The **Contract Form (Annexure-B)** should be on the letterhead of the bidder i.e. manufacturer/Dealers/Suppliers and should be signed by a person competent and having the power of attorney to bind the bidder.
- i. The bidder(s) has to upload an **Undertaking** for non-blacklisting of their firm and non-registration of criminal case. **(Annexure – C)**
- j. The bidder has to furnish **Undertaking** that, the rates offered by them is/are as per specification and is/are of standard quality. **(Annexure – D)**
- k. The rates should be quoted only for the items specified in the list of requirement
- l. Rates quoted for items other than the required specification/ make/ manufacture will not be considered.
- m. Attached terms & conditions duly signed with seal of the manufacturer/Dealers/Suppliers, in token of acceptance of terms & conditions.
- n. The quantity shown in the tender is tentative and the actual purchase can be 20% Less or more than the quantity shown in the tender for all items and the tenderer is bound to supply such requirement without any demur.
- o. **Bidder sale furnish sample of Dry Grass at the Veterinary Office, Daman along with technical bid, failing which, bid is liable to be summarily rejected.**

3. Bid Evaluation Methodology :

A. Preliminary Evaluation: Submission of tender fee, EMD and other required Documents (scanned copies as well as physical form).

B. Technical Evaluation:

- Scrutiny of technical specifications and other relevant documents as per Checklist as asked by the department with the quoted specification/documents.
- Sample verification.

C. Financial Evaluation: Lowest quoted offered by Technically Qualified Bidders.

4. PAYMENT TERMS :

- a. 100% of the invoice amount will be paid only after materials is supplied successfully and on submission of required Security deposit within stipulated time period.
- b. Price escalation clause will not be entertained under any circumstances.
- c. All bills should be in triplicate and pre-receipted and should invariably mention the number and date of supply order.
- d. All bills for amount above ₹ 5000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding ₹ 5000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
- e. Each bill in which any kind of tax is charged must contain the following Certificate on the body of the bill.

“ Certified that the goods/services on which Goods & Service Tax (GST) has been charged and not been exempted under the Central Goods & Service Tax Act or the Rules made there-under and the amount charged on account of Goods & Service Tax on these goods is not more than what is payable under provisions of the relevant Act/ Rules made there under”.

- f. No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
- g. The rates should be quoted only for the items specified in the list of requirement.
- h. Rates quoted for items other than the required specification/ make/ manufacture will not be considered.

**Signature of manufacturer/ Dealers/
Supplier with seal & date.**

CHECKLIST
OTHER INFORMATION FOR BIDDER

All the participating Manufacturer/Dealers/Suppliers are requested to upload the following documents with their bid. In the absence of any of the following documents, the bid will be disqualified/rejected straightway without any further clarification;

Sr. No.	Description	Yes/No
1	EMD of ₹85,000/- (Rupees Eighty Five Thousand only) in form of Fixed Deposit Receipt (FDR)/ A/C payee Demand Draft or Bank Guarantee in the name of the Veterinary Officer, Daman drawn from any Nationalized/Commercial Bank payable at Daman. (Rule 170 of GFR – 2017)	
2	Tender fee of ₹ 2,000/- (Rupees Two thousand only) in form of Demand Draft/ A/C pay Cheque in favour of the Veterinary Officer, Daman drawn from any Nationalized/Commercial Bank payable at Daman.	
3	If any bidder claims for exemption from submitting EMD, upload/attach the legible copy of their registration with MSME/NSIC /DGS&D, in lieu of their claim for exemption from submitting EMD as per T&C (b) of Earnest Money Deposit.	
4	Only GST (IGST/CGST/UGST) registered bidder are eligible to fill this Tender. Bidder have to upload GST Registration Certificate. As per T&C No.(f) of Terms of supply.	
5	Undertaking for non-blacklisting of firm and non-registration of criminal case. As per T&C No.(i) of Terms of Supply (Annexure – C)	
6	Undertaking that the rate(s) offered by them is/are as per specifications and is/are of standard quality as per T&C No.(j) of Terms of Supply (Annexure-D).	
7	Contract Form Annexure – B along with the bid as per T&C No.(h)	
8	Terms & Conditions duly signed with seal of the manufacturer/ Dealer/ Suppliers, in token of acceptance of terms & conditions as per T&C No.(m) of Terms of Supply	
9	Copy of PAN Card	
10	Copy of GST (IGST/CGST/UGST) registered number	
11	Details of Bank Accounts i.e. A/C No. Name & branch of the Bank, IFSC Code of the Bank etc.	

**Signature of manufacturer/ Dealers/
Supplier with seal & date.**

CONTRACT FORM
(To be submitted along with Bid)
CONTRACT FORM – CHAPTER-6 Rules 168 of GFR – 2017

E-Tender No. AHVS/DMN/KDF/PART FILE II /2022-23/25

Date:23/05/2022

BID ID/NIT No.

To
The Director Cum Deputy Secretary (AHVS)
Dadra & Nagar Haveli &DD
Daman.

Sir,

I/We the undersigned _____
hereby offer my/our rates as enclosed. I/We agree with terms & conditions attached with this e-tender and promise to provide veterinary medicine at the item wise rate(s) mentioned in the Commercial Bid which is electronically uploaded on the website of [https:// ddtenders.gov.in/nicgep/app](https://ddtenders.gov.in/nicgep/app) F.O.R. at Govt. Dairy Demonstration Farm, Kachigam, Daman inclusive of all taxes and charges. If I/We withdraw or modify my/our bids during the period of validity, or if I/We are awarded the contract and fails to submit a performance security before the deadline defined in the request for the bids document. I/We may be suspended or declared blacklisted.

**Signature of manufacturer/ Dealers/
Supplier with seal & date.**

NOTE :- This letter of agreement/contract should be on the letterhead of the bidder i.e. manufacturer/Dealer/Supplier and should be signed by a person competent and having the power of attorney to bind and bidder. It should be included by the bidder in its bid.

**FORMAT OF UNDERTAKING TO BE FURNISHED ON LETTER HEAD WITH REGARD
TO BLACKLISTING/NON DEBARMENT BY MANUFACTURER/DEALER/SUPPLIER**

To
The Director Cum Deputy Secretary (AHVS)
Dadra & Nagar Haveli & DD
Daman.

I/We hereby confirm and declare that, I/We _____
is not blacklisted/De-registered/debarred by any Government Department/ Public Sector
Undertaking/Private Sector or any other agency for which I/We has/have executed/
undertaken the works/Services during the last 5 years. Further, no any criminal case
registered against me/us.

**(Authorized signatory)
Signature of manufacturer/ Dealers/
Supplier with seal.**

Date : _____

**FORMAT OF UNDERTAKING TO BE FURNISHED ON LETTER HEAD WITH REGARD
TO RATE(S) OFFERED AS PER SPECIFICATION AND FOR STANDARD QUALITY**

To
The Director Cum Deputy Secretary (AHVS)
Dadra & Nagar Haveli &DD
Daman.

I/We _____ hereby
declared that the rate(s) offered is/are as per the required specifications
of each item of cattle feed and of the standard quality

**(Authorized signatory)
Signature of manufacturer/ Dealers/
Supplier with seal.**

Date : _____