

Government of Tripura
Directorate of Animal Resources Development
P.N. Complex, Gurkhabasti, Agartala- 799006
e-mail: ardd.tripura@gmail.com

DNIT (DETAILED NOTICE INVITING TENDER NO) :

SELECTION OF INSURANCE COMPANY (APPROVED BY INSURANCE REGULATORY AND DEVELOPMENT AUTHORITY(IRDA) FOR CONDUCTING LIVESTOCK INSURANCE FOR 8 (EIGHT) DISTRICTS (WEST TRIPURA, KHOWAI, SEPAHIJALA, GOMATI, SOUTH TRIPURA, NORTH, UNAKOTI & DHALAI) OF TRIPURA STATE DURING THE YEAR 2024-2025 AND 2025-2026.

May

Government of Tripura
Directorate of Animal Resources Development
Prani Sampad Bikash Bhawan,
Pandit Nehru Complex, Agartala

Dated, Agartala the/ / 2024.

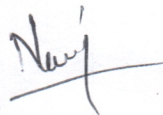
NOTICE INVITING e-TENDER FOR SELECTION OF INSURANCE COMPANY (APPROVED BY INSURANCE REGULATORY AND DEVELOPMENT AUTHORITY OF INDIA (IRDAI) FOR CONDUCTING LIVESTOCK INSURANCE IN 8 (EIGHT) DISTRICTS (WEST TRIPURA, KHOWAI, SEPAHIJALA, GOMATI, SOUTH TRIPURA, NORTH, UNAKOTI & DHALAI) OF TRIPURA STATE FOR THE FINANCIAL YEAR 2024-2025, 2025-2026.

(Two Bid System)
Cost of Tender Form Rs. 5,000/- (Non-Refundable)
Bid EMD/Bid Security Rs, 20,90,180 (Refundable)

On behalf of the Government of Tripura the undersigned hereby invites e Tender from the IRDA APPROVED INSURANCE COMPANY FOR CONDUCTING LIVESTOCK INSURANCE FOR ANIMAL RESOURCES DEVELOPMENT DEPARTMENT, GOVT.OF TRIPURA DURING THE YEAR 2024-2025,2025-2026.

1.	NIT No.	No.F.1-189/ARDD/LI/NLM/ 2024Dt, / /2024.
2.	Name of the work	Selection of IRDAI approved Insurance Company for conducting Livestock under ARDD, Govt. of Tripura.
3.	Address where the Livestock Insurance is to be done.	WEST TRIPURA, KHOWAI, SEPAHIJALA, GOMATI, SOUTH TRIPURA, NORTH, UNAKOTI & DHALAI OF TRIPURA STATE.
4.	Tender fee	Rs.5000/- (Rupees fivethousand) only
5.	Total value of the work(Approx)	Rs.1045.09/- (ten crore forty-five lakhs nine thousand)onlyconsidering Central share for livestock Insurance premium (76.5%), State share for Livestock Insurance premium (8.5%) and Beneficiary share for livestock Insurance premium (15%).
6.	EMD	Rs. 20,90,180 /- (Rupees twenty lakh ninety thousand one hundredeighty) only. @ 2% of the estimated cost of the works).
7.	Date and Time of Publishing	18/9/2024 at 4.00 PM
8.	Date and Time ofDownloading of Bid Documents	18/9/2024 at 4.00 PM
9.	Period of seeking queries online:	23/09/2024 at 2:00 PM to 24/09/2024 at 2 :00 PM
10.	Venue, Date and time of pre-Bid Meeting	21/09/2024 at 2:30 PM 3:30 PM (Online). The Interested Bidders may send request to email ID ardd.tripura@gmail.com for Meeting Link.
11.	Bidding start Date and Time:	24/09/2024 at 4.00 PM
12.	Last date and time of e-Bidding	8/10/2024 at 5:00 PM
13.	Date and Time of opening of technical bid (tentative):	9/10/2024 at 11:00 AM
14.	Date and time of opening of financial bid:	Will be informed in due course.
15.	Bidding website:	www.tripuratenders.gov.in

1. **Tender documents can be seen** on the State e- Portal – www.tripuratender.gov.in and the bid can be submitted after uploading the mandatory documents as specified in this Tender document on the same Portal. After submission of Tender, the Bidder can re-submit revised Bid any number of times but before closing time & date of submission of Bid as specified in this Tender Document.



2. Tender must be uploaded in two-bid system: (a) Technical bid & (b) Financial bid.

3. Technical bid submitted by the Bidders will be opened on 9/10/24 as per time mentioned in the NIT. If the date of opening of tender happens to be a holiday or office work is affected due to any unforeseen reason, the date of opening will be on the very next working day.

4. For any technical support related to bidding, interested bidders may contact to the office of the under signed.

5. The Department reserves the right to reject any submitted bid, which does not confirm to the provisions of the NIT, partially or wholly.

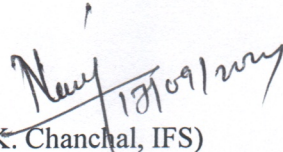
6. Clarification on Tender Document: -

A prospective bidder requiring any clarification on tender documents may seek clarification online through the 'Clarification' option of e-procurement portal <https://tripuratenders.gov.in> in which is available after login during the period from 2 PM on 23/09/2024 (up to 2.00 PM on 24/09/2024). The Tender Inviting authority will respond to such request for clarification, through the same portal. Bidders may alternatively also forward their clarification to the e-mail ID: ardd.tripura@gmail.com.

7. Amendment/Corrigendum of BID / Tender Document:

The Animal Resources Development Department reserves the right to modify the Tender Document by issuing suitable corrigendum(s), at any time and up to 02 (two) days before the last date and time of closing of bid. Any such corrigendum shall be part of this NIT document and shall be binding for compliance upon the tenderers. All corrigendum(s) shall be published in the tender portal at <https://tripuratenders.gov.in>. Registered Bidders shall be notified of the related Corrigendum(s) by e-mail. However, Animal Resources Development Department, Govt. of Tripura shall bear no responsibility or liability arising out of non-receipt of the same in time or otherwise. Bidders are requested to visit the site frequently to check whether there is any related Corrigendum(s) or not.

8. This document contains total 19 pages marked as pages 01 to 19 including list of the items.


(Dr. N.K. Chanchal, IFS)
Director
Animal Resources Dev. Department
Government of Tripura

General Information

- a) Interested eligible bidders are liable to abide by all terms and conditions as laid down in the NIT.
- b) Tender(s) without submitting required documents and / or partial submission of required documents would be summarily rejected without assigning any reason thereof.
- c) The Bidders shall pay the prescribed Tender Fee & EMD through online mode only as per facility available in the State e-Procurement Portal –<https://tripuratenders.gov.in>.
- d) Bidder(s) shall have to submit detailed information regarding the firm owned / represented by him along with photograph of the bidder as per Annexure-I. Information mentioned in this document shall have to match with the information mentioned in the respective documents submitted as technical bid.
- e) The interested Bidder(s) may carefully go through the NIT document, its annexure(s), corrigendum, if any, and offer their best possible rates as per the specimen BOQ annexed with this NIT document.

Information & instruction for bidder for online submission of e-Tender

1. Interested eligible bidders shall register in the website <http://tripuratenders.gov.in> for participation in the tender of Animal Resources Development Department, Govt. of Tripura.
 - a) To participate in e-tender, the bidder should have valid Digital Signature certificate (DSC). Intending tenderer who do not have DSC may contact any of the approved agencies working in the State for getting the same.
 - b) Bidder shall download and carefully read all terms conditions and other contents of the NIT. Downloaded DNIT has to be uploaded back and digitally signed by the Bidder as a part of technical bid, as a proof of acceptance of all terms & condition in the NIT by the Bidder.
 - c) Notary attested copies of all relevant technical documents as mentioned hereunder have to be digitally signed and uploaded (scanned in PDF Format) by the bidder in technical bid part.
 - d) Bidder should take the print out of Annexure-I, III & V (in Non-Judicial Stamp Paper wherever applicable), fill up the relevant Columns, put ink signature with Stamp & get the same authenticated by Notary Public, and shall have to upload all Annexure during e-bidding and shall have to send the originals (physical) copy to the Director, Animal Resources Development Department, P.N. Complex, Gurkhabasti, Agartala in sealed envelope on or before last date of submitting online tender.
 - e) Rate quoting sheet (BOQ) shall be downloaded, filled up properly and uploaded in the financial bid section of the State e-Proc. Portal after digital signing. Name of bidder must be written in the appropriate field of rate quoting sheet by each bidder. The bidder shall have to quote rate in figures only for undertaking Livestock Insurance as mentioned in the BOQ to qualify in the bid. Any Comments like Not quoted, (NQ), Not applicable (NA) etc. should not be written as these will not be accepted by the e-procurement system and render the Bid as not -qualified.
 - f) To view the details of the BOQ, bidder should enable Macros in the BOQ Work-Sheet.
 - g) Bidders shall use the 'My Document' folder option in the e-procurement web-based- application, available after login, the Bidder shall upload all his relevant technical documents by scanning in PDF Format [Notary attested copies of all relevant documents as mentioned in this NIT] with digital signature. 'My Document' shall be populated prior to real time bidding which will help the bidder to complete the bidding within a single bidding session. An indicative organization of 'My Document' folder and the related technical documents are to be uploaded as represented hereunder. All intending bidders are advised to carefully upload the specified documents only in the specific sub-folder names mentioned in the table below: -

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Sl No	Category	Sub Folder name	Documents to be uploaded (whichever is / are applicable) as technical bid
1	NIT	DNIT	i. Download NIT document
2	IRDAI license	License/registration certificate for Insurance company.	ii. Appropriate certificate/Insurance company registration certificate
3	Tax related documents	PAN/TAN Card	i. ITR for preceding 03 financial years (2021-2022,2022-2023,2023-2024)
		GST/TAN Card	ii. Copy of GST Registration of the Bidder.
		Professional Tax Clearance, if this is in force in the State where the bidder belongs to	iii. Copies of Professional Tax Clearance for proceeding 03 financial years (2021-2022,2022-2023,2023-2024).
4	Misc. documents	Power of attorney in favour of local agent mandatory.	Authorization certified should be submitted from the Parent Company of the quoted items while submitting the tender.

Note:

If any of the above-mentioned documents is not applicable for a particular Bidder than he / she shall prepare a PDF Document containing the remark as 'NOT APPLICABLE' WITH NAME OF THE BIDDER & ADDRESS and upload the same in the relevant folder under 'My Document'.

- h) During scrutiny of tender/ preparation of comparative statement/ signing of agreement, eligible bidders will have to submit / produce original copy of the uploaded document for verification, as & when asked for by the Departmental Authority. Departmental satisfaction of validity / authenticity of any document submitted by the tenderer is final & binding upon all tenderers and any unnecessary queries by any tenderer will not be entertained. Intending tenderers are requested to upload the documents with proper care and authentication by themselves so as to avoid any rejection by the Department.
- i) This is for the information of all bidders that all documents uploaded in the tender will be a part & parcel of the agreement, to be signed with the successful bidder / authorized signatory of the bidder.

Handwritten signature

Preparatory works for the Bidder for e-Bidding:

Sl No.	Bidders' Work
1.	On publication of the e-tender, bidder should download the NIT from website and minutely go through the instructions/terms conditions/critical dates/eligibility criteria of the NIT.
2.	The Bidder shall purchase Digital Signature certificate from any certifying agency enlisted by Controller of Certifying Authorities (CCA) at http://cca.gov.in
3.	The Bidder shall Enroll himself/ herself in the e-procurement web site 'http://tripuratenders.gov.in' and create User ID and Password.
4.	The Bidder shall Login into the website http://tripuratenders.gov.in using the created ID and Password.
5.	After login, the Bidder shall find 'My Document' folder option in the page. The bidder shall upload (scanned PDF Format) all documents as mentioned at Information & Instruction for Bidder section. Scanning resolution should be 200 dpi.
6.	The Bidder shall Download and fill up relevant Annexure-I, III & V and prepare all other technical documents as per procedure mentioned in this NIT for sending the same to the Animal Resources Development Department.
7.	The Bidder shall Download NIT document and upload the same in the relevant folder under 'My Space'.
Thus, the Bidder shall be ready and start bidding following the steps defined in the e-procurement portal and upload all the required documents with his / her digital signature.	



GENERAL TERMS & CONDITIONS

General Condition

1. All those Crossbreed and high yielding female **Cattle/buffalo** (Cattle/Bufferaloes yielding at least 1500 Litres of milk per lactation are to be considered high yielding) /**Sheep /goat /pig** can be insured under the Livestock Insurance scheme (LIS) for maximum of their market value. The market price of the animal to be insured will be assessed jointly by the beneficiary, authorized Veterinary practitioner and the Insurance Agent. In case of any dispute regarding price the help of local Panchayet/BDO may be sought out for.
2. **The rate of premium quoted by the agency shall not exceed 5.50% for the one year,9% for two year and 11.5 % for three years policy on the basis of market value of animal.**
3. The accepting authority of quotation/tender shall be the authority for define monetary value as per DFPRT (**Delegation of financial Power Rule, Tripura**)-2019 for any further amendment of the same, if any.
4. The benefit of the subsidy is restricted to 10-cattle unit (1 cattle unit= 1 cattle/buffalo and 1 cattle unit = 10 sheep /goat/pig) and is to be given for 1(one) time Insurance of an animal up to a maximum period of 3 (three) years.
5. The cost of the tags to be used for identification of animals is to be borne by Insurance Company. The tag already available on animal may be utilized with unique identity number subject to the condition that it is mutually agreed by farmer and agency and there shall not be any dispute in settlement of claim on account of utilization of existing tag.
- 6) While processing the insurance proposal, one photograph of the animal with the owner and one photograph of the animal displaying the tag shall be taken. The cost of the photo and tag will be borne by the Insurance Company. Health Certificate by Veterinary Doctor also be required during processing of Insurance proposal.
- 7) The policy cover will take effect immediately after identification of the animal, Health Certificate, assessment of its value and it's tagging along with payment of premium to the Insurance Company or its representative by the Livestock owner.
- 8) **Transfer of insurance policy:** - The insurance cover must be transferable in case where the animal is sold to another individual within the district of insurance.
- 9) **Settlement of claim:** - Only five documents would be required by Insurance company for settling the claim namely- (i) FIR with the insurance company in accordance within the stipulated time fixed by Insurance Company (ii) Insurance policy (iii) post mortem report (l.) Ear tag (v) photo of animal.
- 10) The claim shall be settled within 15 days of receipt of the aforesaid five documents by the company.
- 11) The Insurance Agency whose tender is accepted will be required to furnish performance bank guarantee amounting to (two percent) of the tendered amount within 15 days acceptance of tender but before signing of agreement with the Govt.
- 12) **Terms of payment:** -
 - i) Secured advance of an amount not exceeding the subsidy amount Govt. share for three months target may be released by the Director, ARDD, if there is any pending amount which requires to be released, upon signing of agreement with the Insurance Company provided adequate assurance in the form of mobilization of personal etc. is committed by the company.



ii) The payment will be made on monthly basis upon submission of policy and bill by the company and its validation by all District Dy. Director of ARDD.

13) Variation in Quantity of work done (Insurance done):- Individual variation up to 10% and overall variation up to 15% in monetary terms may be approved by all District Dy. Director of ARDD and variation beyond that shall require the approval of competent authority.

14) Extension in time for completion of work: - Extension in time for completion of work with or without liquidity damage up to 1/3 of original stipulated period may be approved by all District Dy. Director of ARDD and beyond that shall require the approval of competent authority.

15) The Director, ARDD have right to reject all or any tender without assigning any reason thereof and not bound to accept the lowest rate or any other tenders. In case of necessity, Director, ARDD, may impose any other condition/conditions, if required.

16. Period of Validity of Tenders:

The tender shall remain valid for 02 (two) years after the date of acceptance of lowest rate & Insurance Company.

17. Eligibility for participating in the e-tender:

- a) The bidder must be an insurance agency that dealing such type of activities & must be registered on IRDAI.
- b) If the Bidder is an Income Tax Assessee, then in support of this, attested copy of Permanent Account Number and Income Tax Return of preceding 03 (three) financial years are required to be submitted.
- c) The Bidder should not have been blacklisted or debarred for any default by any Central / State Govt. Department / PSUs. In this connection, an affidavit as per Annexure – "E" duly attested by the Notary Public is required to be Submitted.
- d) Any sister concern (s) of the Bidder applying for the same tender, would lead to disqualification of Bidder. Sister concern means a company, society, partnership, firm or proprietorship having one or more common person as Director/partner/member/owner.
- e) Unregistered partnership firm shall not be eligible for participation in the tender. The Bidder should submit copy- of registered partnership deed in case of partnership firm or certificate of Registration issued by appropriate authorities in case of limited company/Private Limited Company/Society/Co-operative Society etc.
- f) Bidders are required to file Bids duly furnishing the required information and documents as per terms and conditions of the bid document.
- g) Tenders should be strictly in conformity with prescribed terms and conditions. Tenders should not contain any conditions other than the prescribed terms & conditions. Tenders, who deviate from these terms and conditions are liable to be rejected.
- h) Till 2(two) days prior to the last date of submission of tenders, Department may amend any of the tender conditions as may be desired if such an amendment is absolutely necessary and that will be made available on the website www.tripuratenders.gov.in.
- i) Any company (bidder) who is blacklisted by Government of India / any State Government / any union Territory / State Agency is not entitled to file the tender. If any of the already blacklisted company (bidder) files a Tender in any other name, the tender shall stand rejected apart from forfeiture of the EMD furnished.
- j) Any type of company/agency not dealing with Insurance are not eligible to file tenders.
- k) Tender is not transferable. Bidders are required to sign with seal on all pages of the Tender Form.
- l) Bidder is not entitled to withdraw his offer once the bid is submitted.

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18. On line Pre-Bid Meeting:

Any bidder shall produce their opinion regarding specification or terms & condition of tender during online Pre-Bid meeting but Chairman of pre-bid meeting / DTC for LIS will take appropriate decision on the issues as per need & the same requires subsequent approval of appropriate authority to amend in tender if required.

19. Required Documents are to be uploaded by the bidder as a part of technical & financial Bid:

- a) Downloaded NIT documents are to be uploaded along with Digital Signature as part of acceptance of tender.
- b) In case of partnership firm, co-operative society or Limited Company, the bidder shall furnish a copy of the partnership deed, registration certificate or certificate of incorporation (as the case may be) along with IRDAI certification.
- c) Letter of authority or power of attorney as legally applicable having authorized the person to sign the documents on behalf of Firm, partnership Firm or Society or Limited company.
- d) Income Tax Returns (ITR) for last 3 financial years
- e) Copy of GST Registration.
- f) Rate quoting sheet (BOQ to be downloaded, filled up and uploaded (Financial Bid part) with digital signature.
- g). Name of bidder must be written in the appropriate field of rate quoting sheet by each bidder.

20. The following documents also to be uploaded by the bidder during real time bidding:

- a) Scanned copy (PDF Format) of the Tender Fee & EMD submitted to the online mode to be uploaded in the Technical Bid part.
- b) Rate quoting sheet (BOQ to be downloaded, filled up and uploaded (Financial bid Part) with digital signing.

21. Submission of original documents to the Animal Resources Development Department: Govt. of Tripura.

- a) Bidder shall take the print out of Annexure- I, II, & III of the NIT (in Non-Judicial Stamp Paper wherever applicable), relevant columns to be filled up, put ink signature with stamp, **get authenticated by Notary public and send originals** to the Director, Animal Resources Development Department, P.N. Complex, Gurkhabasti, Agartala in sealed envelope.
- b) **EMD & Tender Fee shall have to be submitted through online mode as provisioned in the State e-Procurement Portal - www.tripuratenders.gov.in.**
- c) Bids received online without receipt of EMD / Tender Fee (Online) and physical format of Annexure-"I, II & III "shall not be considered for Tender opening' Tendering authority will not be liable for any postal delay in receipt of hard copies of documents and such bids will be summarily rejected.

22. Extraneous terms and conditions:

- a) Bidders must accept all the terms and conditions of the tender unconditionally and if they impose any extraneous terms condition or offer for any conditional discount, tendering authority reserves the right to declare the bid informal.
- b) If any of the required documents are not uploaded in the My Document, folder and thereafter in the Bid, tendering authority reserves the right to declare the incomplete tender as informal. Besides this, the department reserves the right to seek any additional information / document in any stage from the bidder after opening of the tender.

23. Earnest Money:

- A) i) The Earnest Money Deposited (EMD) of Rs. **20,90,180** /- (Rupees twenty lakh ninety thousand one hundred eighty) only. @ 2% of the estimated cost of the works). Tender Fee of Rs.5000/- (five thousand, non-refundable) only to be paid electronically over the Online Payment facility provided in the Portal, any time after Bid Submission Start Date & before Bid Submission end date using either of the supported Payment methods like: Net Banking/ Debit Card/ Credit Card. If any of the bidder is exempted from EMD submission then relevant documents should be uploaded in the portal. Guidelines and terms & condition will have to be downloaded from the website.
- ii) Unsuccessful tender's EMD will be duly discharged / returned.

- ii) Unsuccessful tender's EMD will be duly discharged / returned.
- iii) Tenderer shall not be entitled for any interest on EMD / Security Deposit.
- iv) On finalization of the Tender, EMD submitted by the Bidders will be released.

B) Tender Fee:

Interested Bidders who intend to participate in the Bid has also to make payment amounting Rs.5,000/-(Rupees five thousand) only being the Tender Fee through online mode. The Tender Fee is non-refundable.

C) Opening of tender:

- a) Bids will be opened online on the specified date of the MT and all tenderers may see the documents of any contending tenderer for a particular job on the website. If opening schedule gets changed, revised schedule will be displayed on the office notice board of the undersigned and will also be reflected on the website (<http://tripuratenders.gov.in>).
- b) Bidders, whose Technical Bids will be found satisfactory conforming to the eligibility criteria mentioned in the NIT document shall only be considered for opening of Financial Bid. The date & time of Financial Bid opening will also be declared online.
- c) Bidders may track Technical and Financial bid opening on-line, in the e procurement portal at <http://tripuratenders.gov.in>. Any separate invitation for the participation of the tenderes will not be issued by the Department.

24. Evaluation of Financial Bid & Comparison of rate:

The 'BOQ comparative chart' generated from the e-procurement portal, after the opening of financial Bid (which will be displayed as 'BOQ comparative chart' at financial bid opening summary page) will not be final. Department will prepare comparative Statement as per the decision of the Bid Evaluation Committee in the Department, which will be appropriately displayed in the e-procurement portal (This will be displayed at financial bid opening summary page).

25. BOQ Tempering:

- a) The provided BOQ in the Tender is meant for downloading in the Bidders client machine, for entering the relevant fields meant for rates & bidders particulars and finally uploading along with the Bid. The BOQ Excel Sheet is Macro enabled and working with the Sheet requires the Macro to be allowed / enabled to run.
- b) Any attempt to temper BOQs will be treated as a violation of tender process Tempered BOQs & Bids uploaded, if at all, will be summarily rejected.

26. The Bid submitted shall become invalid if:

- a) The Bidder does not upload all the documents as per format stipulated in this Tender Document or in the stipulated order / context as mentioned in this NIT. However, the Technical Bid Evaluation Committee shall take the final decision on the eligibility of a Bidder and their uploaded documents.
- b) If any discrepancy is noticed between the documents as uploaded at the time of submission of Bid and hard copies as submitted physically in the office of the Tender opening authority (i.e. Director, Animal Resources Development Department, Govt. of Tripura), the said tender shall be treated as informal.



27. Bid Language:

All documents relating to the Tender shall be in English language only. wherever the Bidder is forced to upload a document in any other language, he has to get a translation of the said document from a designated authority and upload a multipage PDF document comprising of the document in vernacular language followed by English translation.

28. Signing MoU / Agreement.

The successful bidder shall sign the Agreement (MoU) confirming the execution of contract on a Non-Judicial Stamp paper of Rs.100/- and submit to the Department within 07 (seven) days from -the date of communicating his appointment.

A handwritten signature in black ink, appearing to be 'Nay', with a horizontal line drawn underneath it.

(on Rs.100/- non judicial stamp paper duly attested by Notary public)

Bio-Data of the Bidder

Please affix
passport size
photograph
of the tender
& sign
across the
photograph.

From:

.....
.....
To
The Director,
Animal Resources Development Department,
Government of Tripura Agartala.

Please affix Passport size photograph of the Tenderer & sign across the photograph.

Sir,

- a) I / We have gone through the e-tender document for conducting Livestock Insurance in West, Sepahijala, Khowai, Gomati & South Tripura, Dhalai, North Tripura, Unakoti District as published by the Director, Animal Resources Development Department, Government of Tripura & deposited Tender Fee of Rs. 5,000/- online.
b) I / We have carefully gone through the all of the terms & conditions, clauses, delivery schedules, Annexure(s) etc. of the NIT and do hereby declare to abide by the all terms & conditions/clauses, as laid down in the NIT.
Detail information of my/our firm is as follows:

Sl no	Particulars	
1	Name and Address of the Bidder	
2	Telephone No. (Office)	
3	Mobile no of the Authorized Signatory	
4	Email ID	
5	Constitution of firm (Company/ Society / Partnership /	
6	Name of the proprietor/partners /Directors / Members of the firm	
7	Trade License No. (issued by the Authority)	
8	GST Registration No.	
9	Necessary License No. issued by the Competent Authority)	
10	Bank Account No. and Name and address of the Banker	
11	Particulars of Tender Fee deposits.	
12	Particulars of EMD Deposits	

- c. Rate offered by my / our firm for conducting Livestock Insurance shall remain valid for the FY2024-2025 & 2025-2026 and for further period as decided by the Department of ARDD and also agreed upon by our Insurance Company.
d. If the tender is awarded to my / our Insurance Company, I we are ready to deposit tender specified performance bank guarantee as per terms and conditions of the NIT.
e. I / We hereby declare that all information & documents provided by me / us along with this tender offer are absolutely true to my / our belief.

Date:

Signature:

Name of the Bidder & Address:

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TENDER FORM

To
The Director,
Animal Resources Development Dept.,
Government of Tripura,
P. N. Complex, Agartala.
Dear Sir,

Having examined the tender document, the receipt of which is hereby acknowledged, I / we, the undersigned, offer to conduct Livestock Insurance in West, Sepahijala, Khowai, Gomati & South Tripura, Dhalai, Unakoti, and North Tripura District of Tripura State with full conformity with the said tender document and our financial offer in the price schedule submitted.

2. We undertake, if our tender is accepted, to deliver our Livestock Ensuring service in accordance as specified in the tender document.
3. If our tender is accepted, we undertake to submit the security deposit / Performance bank guarantee in the form, in the amounts, and within the times specified in the tender document.
4. We agree to abide by this tender, for the Tender validity period specified in the tender document and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.
5. Until the formal final Contract is prepared and executed between us, this tender together with your written acceptance of the tender and your Acceptance of Tender shall constitute a binding contract between us. We understand that you are not bound to accept the lowest or any tender you may receive.

Signed.....

Date:.....

In the capacity of.....

Duly authorized to sign this bid for and on behalf of.....

Signature & stamp of Tenderer

May

ANNEXURE - III

(On Rs.100/- non judicial stamp paper duly attested by Notary public)

AUTHORISATION FORMAT

(To be furnished with the technical bid)

To
The Director,
Animal Resources Development Dept.
Government of Tripura,
P. N. Complex. Agartala.

Ref: Tender No.....Dated.....

Dear Sir,

I / We.....are the Insurance
Agencyfor livestock Insurance.

I/we.....name and address of the Insurance agency) is
authorized distributor for conducting Livestock Insurance in State of Tripura.

Yours faithfully,

.....

.....
(Signature with date, name and designation)

For and on behalf of

(Name & address of the Insurance Agency)


Seal:

Navy

TECHNICAL SPECIFICATION OF THE ITEMS

THIS SCHEDULE REFERRED TO THE TENDER CONDUCTING LIVESTOCK INSURANCE FOR DIRECTORATE OF ANIMAL RESOURCES DEVELOPMENT, GOVT. OF TRIPLJRA DURING THE YEAR - 2024-2025.

SL NO	Name of the item with technical Specification.	Approx. Number of Animals estimated to be insured	Earnest money (EMD) to be deposited (2% of the total amount)
	Conducting Livestock Insurance in West Tripura, Sepahijala, Khowai, Gomati & South Tripura, Dhalai, North Tripura, Unakoti District of Tripura State.	<p>Total expected number of Cattle Units@ 1 cattle unit=1 cattle /buffalo, 1 cattle unit= 10 nos sheep/goat/pig) = 29,355 cattle unit.</p> <p>A. 14,678 cattle unit for 1 (one) year Insurance policy (For West Tripura, Sepahijala, Khowai, Gomati & South Tripura, Dhalai, North, Unakoti District of Tripura State)</p> <p>(B) 5,871 cattle unit for 2(two)year Insurance policy (For West Tripura, Sepahijala, Khowai, Gomati & South Tripura, Dhalai, North, Unakoti District of Tripura State).</p> <p>(C) 8,806 cattle unit, for 3 years Insurance policy (For 8 district)</p> <p>GRAND TOTAL= A+B+C=29,355 cattle unit.</p>	Rs. 20,90,180 /- (Rupees twenty lakh ninety thousand one hundred eighty) only.



ANNEXURE - V

(On Rs.100/- non judicial stamp paper duly attested by Notary public)

(DECLARATION FORM)

I / We, having my/our
..... Office
at.....do 'declare that I / We have
carefully read all the terms & conditions of Tender of the Animal Resources Development Deptt., Government of
Tripura for the supply of.....The approved rate will remain valid for a period of
one year from the date of approval. I will abide with all the terms & conditions set forth in the Tender paper
Reference No.....

I / We do hereby declare I / We have not been convicted by any court of Law nor I / We are
derecognized / black listed by any State Govt. / union Territory / Govt. of India / Govt. Organization / for supply of
Not of Standard Quality (NSQ) items / part-supply / non-supply. I / We agree that the Tender Inviting Authority
can forfeit the Earnest Money Deposit and or Security Deposit and blacklist me / us for a period of 3 years, if any
information furnished by us proved to be false at the time of inspection / verification and not complying with the
Tender Terms & Conditions.

I / We further declare that I / We are Insurance Regulatory Development Agency of India
(IRDAI) Authorized Insurance Company/ License
bearing.....no.....Valid up to
.....that i/we will conduct the.....as
per the Terms, Conditions & specifications of the Tender Document.

Signature of the bidder:

Date:



AGREEMENT BOND REGARDING SPECIFICATION AND CONDITIONS FOR CONDUCTING LIVESTOCK INSURANCE IN WEST TRIPURA, KHOWAI, SEPAHIJALA, GOMATI & SOUTH TRIPURA, DHALAI, UNAKOTI, NORTH DISTRICT DURING THE YEAR- 2024-2025 FOR ANIMAL RESOURCES DEV. DEPTT., GOW.OF TRIPURA

1. I / we agree to conduct the Livestock Insurance as per specification mentioned in the annexure attached to the Tender document.

2. I / We agree to the necessary activities for undertaking Livestock insurance and execute the required documents on top priority within one day of receipt of such requisition from competent authority.

3. I / We agree to deliver such Livestock Insurance for two-year period i.e. 2024-2025 and 2025-2026, without any further change in premium rate.

4. G.S.T or any other tax on the under this contract shall be payable by me / us and the Government shall not entertain any claim whatsoever in this respect. I / We agree to conduct Livestock Insurance in the State of Tripura in West, Sepahijala, Khowai, Gomati & South Tripura, Dhalai, Unakoti and North District as per the standard notified to me / us by the Department of Animal Resources Development Vide 'ANNEXURE -III.

Signature (s) of the Tenderer (s)

1st Witness

Address.....

.....

.....

.....

2nd Witness

Address.....

.....

.....

.....

May

ANNEXURE - VII

Name of the work: - implementation of Livestock insurance Scheme (LIS) during 2024-2025 & 2025-2026, in West Tripura, Khowai, Sepahijala, Gomati & South Tripura, Dhalai, North Tripura & Unakoti District of Tripura State

Name of the insurance company.....

Address of Branch Office in Gomati & South Tripura District: ---.....

Address of Branch Office in West, Sepahijala & Khowai District: -.....

Address of Branch Office in Unakoti, Dhalai & North Tripura District: -.....

PREMIUM RATE: -

Sl no	Description of Item	Total No. of Livestock estimated to be insured	Rate of premium offered
1	2	3	4
1	Conducting LIS of Cattle units @ 1 cattle =1 cattle/buffalo, 1 cattle unit=10 nos sheep/goat/pig & Buffaloes unit for 1(one) Policy with or without permanent disability (PTD)	14,678 Nos. for 1 (one) year	5.5%
2	Conducting LIS of Cattle units @ 1 cattle =1 cattle/buffalo, 1 cattle unit=10 nos sheep/goat/pig & Buffaloes unit for 1(one) Policy with or without permanent disability (PTD)	5,871 nos for 2(two) years	9 %
3	Conducting LIS of Milch Cattle & Buffaloes for 3(three) Policy with or without permanent disability (PTD)	18,806 Nos. for 3 (three) years	11.5%
	Total	29,355 nos	



PERFORMANCE BANK GUARANTEE

To

..... (Name of the Department)

..... (Address of the Department)

Whereas.....
 (name
 & address of bidder) (Herein after called the Bidder) has undertaken, pursuance of contract
 No.....dated.....
to
 execute.....
 (name of contract and brief
 description of works) herein after 'The Contract'.

AND WHEREAS has been stipulated by you in the said contract that the Bidder shall furnish you with a bank
 guarantee by a Nationalised bank for the sum specified therein as security for compliance with his obligation in
 accordance with the contract.

AND WHEREAS we have agreed to give the Bidder such bank guarantee.

NOW THEREFORE, we hereby affirm that we are the Guarantor and responsible to you on behalf of the Bidder,
 up to a totalamount of
 guarantee).....of such sum being payable in the types
 and proportions of currencies in which the contract price is payable, and we undertake to pay you, up on first
 demand and without cavil and argument, any sum or sums within the limits of....., (amount
 of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for a demand for the sum
 specified therein.

We hereby waive the necessity of your demanding the said debt from the Bidder before presenting us with the
 demand.

We further agree that no change or addition to or other modification of the terms of the contract or of the works to
 be performed hereunder or of any of the contract documents which may be made between you and the Bidder shall
 in any way release us from any liability under this guarantee and we hereby waive notice of any such change,
 addition or modification.

This guarantee shall be valid until date 28 days from the date of expiry of Defects Liability Period of 12(twelve)
 months after intended completion date.

A confirmation letter from the Bank branch regarding amount of bank guarantee requires to be submitted by the
 bidder

Signature and seal of the Bank Guarantor indicating the name designation & code
 also.....

Address of the Bank Branch.....

Telephone No.....

Date.....

