

**No. F. 2-26/DDFC/VEH/RKN/2018**  
**Government of Tripura**

**DY.DIRECTOR OF ARD(FC)**  
**GOVERNMENT OF TRIPURA**  
**R.K.NAGAR:WEST TRIPURA**  
**Ph. No.- 0381-2391368.**

**Website:- <http://tripuratenders.gov.in/www.ardd.tripura.nic.in>**  
**e-mail:- ardd.tripura@gmail.com**

**Name of Work:- e-TENDER FOR TRANSPORTATION OF ANIMAL FEED /FEED INGREDIENTS INCLUDING LOADING AND UNLOADING FROM R.K.NAGAR TO DIFFERENT FIELD INSTITUTIONS/FARMS(STATE VETY.HOSP.ABVHOYNAGAR, DHALESWAR SMSC, KALIKAPUR VFAC, SOUTH BHADHARGHAT SMSC, JIRANIA VD, RANIRBAZAR VD, EAST MOHANPUR SMSC, TELIAMURA VD ,KALYANPUR VD ,KHOWAI VH, USHABAZAR VD ,MOHANPUR VD ,KATLAMARA VD,BISHALGARH VH,AMTALI VD(HATIRLETA),ANANDANAGAR VD,MADHUPUR VD,CHARILAM VD,JAMPUIJALA VD(M.PUR VFAC),BISHRAMGANJA VD,MELAGHAR VD(NAICHA),MELAGHAR VD(MOHANBHOG),SONAMURA VH, KATHALIA VD,DHANPUR VD,RABINDRANAGAR AISC, BOXONAGAR VD,MATINAGAR SMSC,SANTIRBAZAR VD,BETAGA VD,JOLAIBARI VD,MANUBAZAR VD,SABROOM VH,SRINAGAR VD,BELONIA VH,TRIPURA BAZAR SMSC,SOUTH SONAICHARI SMSC,MATAI SMSC,DEBIPUR SMSC,HRISHYAMUKH VD,HARIPUR SMSC,NALUA VD,MANURMUKH SMSC,MAICHERA SMSC,PAIKHOLA SMSC,CHITTAMARA SMSC,I.C.NAGAR SMSC,BARAPATHARI VD,RAJNAGAR VD, TELKAJLA SMSC etc. AND PIG FARM,NALKATA,PIG FARM NALICHERRA,PIG FARMHOWAIBARI,PIG FARM BIRCHANDRAMANU,PIG FARM JALEPHA,DPF UDAIPUR,DPF PANISAGAR ETC.) OF THE DEPARTMENT THROUGHOUT THE STATE OF TRIPURA FOR THE PERIOD FROM 1<sup>st</sup> FEBRUARY'2020 TO 31<sup>st</sup> JANUARY'2021.**

**NOTICE INVITING e-TENDERS**

(Dr. Pran Kumar Das.)  
Dy.Director of ARD(FC)  
R.K.Nagar :Farm Complex.

Name of Tender: - TRANSPORTATION OF ANIMAL FEED/ FEED INGREDIENTS INCLUDING LOADING AND UNLOADING FROM R.K.NAGAR TO DIFFERENT FIELD INSTITUTIONS/FARMS OF THE DEPARTMENT THROUGHOUT THE STATE OF TRIPURA.

**Critical dates :-**

Sl. No.	Information	Details
1.	Tender No.	
2.	Tender Publication Details	The Tender Form can be seen and downloaded from the websites ( <a href="http://tripuratenders.gov.in">http://tripuratenders.gov.in</a> and <a href="http://arddtripura.nic.in">arddtripura.nic.in</a> ). The stated Tender is in e-Tender mode with built in e-bid and their online evaluation and can only be accessed through <a href="http://tripuratenders.gov.in">http://tripuratenders.gov.in</a>
3.	Date & Time of publishing of Online Tender	<b>23/12/2019 , 3pm</b>
4.	Date & Time of Document Download by the Bidders	<b>23/12/2019 , 3pm</b>
5.	Start Date & Time for Submission of e-Bids	<b>23/12/2019 , 3pm</b>
6.	Last Date & Time for Submission of e-Bids	<b>11/01/2020 upto 3 pm</b>
7.	Start Date & Time for Receipt of Hard Copy of Bid Document	<b>11/01/2020 , 3pm</b>
8.	Last Date & Time for Receipt of Hard Copy of Bid Document	<b>11/01/2020 5 pm</b>
9.	Date & Time of Opening of the Tender	<b>13/01/2020 at 3 pm</b>
10.	Place of Opening Bids	Directorate of ARDD, Agartala.
11.	BID Validity Period	90 days from the date of the finalization of rate
12.	Officer inviting Bids	Dy. Director of ARD(FC), Government of Tripura, R.K.Nagar, West Tripura.
13.	Completion period of the carrying/transportation	Within 30 days of each Supply Order
14.	Tender Fee(Non-refundable)	Rs. 1,000/- (Rupees one thousand) only through online.
15.	EMD	Rs. 18400/- in the shape of Demand Draft from any Nationalized or RBI approved Bank in favour of the "Dy. Director of ARD(FC), Government of Tripura, R.K.Nagar" and payable at Agartala.
16.	Payment procedure of Tender Fee and EMD	Tender Fee and EMD are to be paid electronically using the Online Payment Facility provided in the Portal. For online payment of Tender Fee and EMD, please follow the following process- <ul style="list-style-type: none"> <li>•After initiating the Bid Submission Process from "My Tender" option, an "Online Payment" page will appear which will display the total TF &amp; EMD amount.</li> <li>•On submission of TF &amp; EMD payment option, System will redirect to the SBI Bank MOPS window.</li> <li>•SBI MOPS will have two option for Net Banking- "SBI" &amp; "Other Banks". Bidder can choose any of the options as desired and can complete the Online Payment process.</li> <li>•The EMD amount shall be refunded to all the bidders including L1 (Selected) bidder in their respective Bank Account, after the Award of Contract (AOC) event is completed in the Tripura e-Procurement Portal, on receipt of Performance Bank Guarantee from the selected bidder.</li> <li>•No interest will be paid to the bidders on EMD submitted.</li> <li>•EMD of the bidder may be forfeited if in any case found to have made in false Declaration or Claims.</li> <li>•Bidders exempted under specific Government order/ rules from submitting EMD have to furnish Scan copy of the related Governments order/rules in English language, along with the tender in support of their claim exemption.</li> </ul>
17.	Contact Person	Dr. Pran Kumar Das. Dy. Director of ARDD, R.K.Nagar: Farm Complex. Ph. No.- 0381-2391368. Mobile No.-09436568818.

**Notes :-** All the above mentioned time are as per clock time of e-Procurement website <https://tripuratenders.gov.in>

(Dr. Pran Kumar Das.)  
Dy. Director of ARD(FC)  
R.K.Nagar :Farm Complex.

### **DETAILS NOTICE INVITING e-TENDER (DNIT).**

e-Tenders "FOR TRANSPORTATION OF FEED/ FEED INGREDIENTS INCLUDING LOADING AND UNLOADING FROM R.K.NAGAR TO DIFFERENT INSTITUTIONS/FARMS TO THE DEPARTMENT THROUGH OUT THE STATE OF TRIPURA FOR THE PERIOD FROM 1<sup>ST</sup> FEBRUARY'2020 TO 31<sup>ST</sup> JANUARY'2021."are hereby invited through website(<https://tripuratenders.gov.in>) by the Dy. Director of ARD(FC), Government of Tripura, R.K.Nagar-799008 from the experience carrying contractor.

### **TERMS & CONDITIONS**

1. Tender will be floated in two parts-1) Technical Bid & 2) Financial Bid. Accordingly, two folders will be created at Bidders login (<https://tripuratenders.gov.in>). Bidder should Digitally sign and upload Technical Documents to Technical Folder and Financial Documents to Financial Folder only.  
Note :- If the Financial Documents is uploaded in the Technical Folder or vice-versa, the Bids will be rejected. In addition, Technical Documents can also be saved in "My Account/My Document" Folder.
2. Hard Copy of Technical Bid in sealed cover super scribed as "Technical Bid" has to be submitted. This sealed envelop should be send through via Speed Post or Courier Service addressed to the Director of ARDD, Government of Tripura, P.N. Complex, Agartala, PIN-799006 before the Bid Opening Date.  
Note : All the Documents sent via Speed Post or Courier Service should also be uploaded in the Tripura Tender website(<https://tripuratenders.gov.in>). Please also note that, any Financial Bid Documents should not be enclosed in the cover.
3. The Bidder should put signature in every Tender Documents as a token of Acceptance of the Tender Documents.
4. The interested Bidders should attend the Bid in 2 parts namely Technical Bid and Financial Bid (BOQ).
5. Earnest Money(EM) amounting to Rs. 18,400/- against the Transportation of feed to be deposited by the concerned Bidder through online.

Tender Fee and EMD are to be paid electronically using the Online Payment Facility provided in the Portal. For online payment of Tender Fee and EMD, please follow the following process-

- After initiating the Bid Submission Process from "My Tender" option, an "Online Payment" page will appear which will display the total TF & EMD amount.
- On submission of TF & EMD payment option, System will redirect to the SBI Bank MOPS window.
- SBI MOPS will have two option for Net Banking- "SBI" & "Other Banks". Bidder can choose any of the options as desired and can complete the Online Payment process.

6. Authentic Documentary proof of exemption for non-depositing of Earnest Money/Security Deposit should be submitted along with the Tender by the Central & State Public Sector undertaking. Submission of Finance Deptt. Memo. No.F.10(19)-FIN(G)/69(P-1), dated, 25/9/1998 will not be treated as Valid Document in support of their claim.
7. Tender shall not be accepted from any Bidder who has been blacklisted/banned/debarred either by Tendering Inviting Authority, Government of Tripura or by any other State/Central Government/PSU. A declaration by the Tenderer must be submitted in this regard.
8. After acceptance of the rate successful carrying contractor shall be liable for transportation of prepared feed/ Feed ingredients etc. as per order issued by the Dy. Director of ARD(FC), R.K.Nagar. In case refusal of the same order the Security Money shall be forfeited.
9. If any prospective Tenderer is a partner of any Firm, each one of the partners must sign Tender, schedule, specification and conditions. If any partner is absent, authorized person may sign the Tender on his behalf. The power of attorney must be attached with the Tender. If any partner is unable to sign, he/ she must affix his/ her thumb impression duly attested by the Notary or Magistrate; seals would not be accepted as signature.
10. The Tenderer himself/herself or Authorized Representative of the Firm should remain present during loading and unloading of the prepared ration/CGM/Feed ingredients.
11. The successful bidder will have to submit bank document in prescribed format (Commercial Bank) as  
Security Money(SM) of 5% of the ordered value **within 10 days from the date of issue of letter of Intent to the Bidder** in the shape of 'Performance Bank Guarantee" with one year validity at the Office of the concerned Supply Order Issuing Authority i.e. Dy. Director of ARDD(FC) R.K. Nagar.  
Bank Guarantee should be submitted in prescribed format with following details:-
  - (a) Name, Designation and code of the Bank official signing in the Bank Guarantee.
  - (b) Address and other details including telephone No. of the controlling of that Bank Branch.
  - (c) A confirmation letter from the Bank Branch regarding amount as Bank Guarantee is to be submitted by the bidder.  
Security Money Deposit (SMD) of the successful supplier will be released after completion of full & satisfactory supply.
12. G.S.T & other Taxes may be deducted from the Bill as per Govt. rule as applicable. The copy of the GST Registration Certificate and Up to date Professional Tax Clearance Document, up to date registration of the vehicles, Vehicle numbers, Insurance ,Pollution certificate, are to be submitted.
13. Any enhancement of the rate within the validity period of contract will not be considered except for imposition of any levy or increase in existing levy by the Government. Any undue request may lead to cancellation of the Order.
14. Payment of the successful Tenderer shall be made on bill basis. No advance payment will be entertained in any circumstances. Authority will take all possible steps to pay the Bills subject to availability and sanction of the fund. The Successful Bidders have to submit the Beneficiary Details for early settlement of Bills.
15. The tenderers should be quoted the rate both in figures and words per km./per quintals including loading and unloading as per specification in annexure-III.The rate should be quoted in Indian Currency only.
16. Accepted rate will be followed up to one year from the date of acceptance which may be extended for a further period of six months if considered to be required.
17. No. Insurance charge is admissible and the successful Tenderer will be responsible for any damage and loss in transit on the way to destination.
18. In case of any legal dispute the jurisdiction will be the High Court of Tripura, Agartala Bench.
19. The Director of ARDD, Govt. of Tripura reserves the right to accept or reject any/all Tenders without assigning any reason thereof and may accept or reject part of the tender/Tenderers.
20. Prepared feed/CGM/Feed ingredients etc. should be transported to the point of destination within 24(Twenty four) hours from the loading point i.e. R.K.NagarFarm Complex/other farms/organizations .
- 21. An Amount of Rs. 1,000/- (Rupees one thousand) only is to be paid through online as the cost of Tender Form.**
22. The successful Tenderer(s) shall have to execute the agreement bond on Rs. 50.00 (Rupees Fifty)

non-judicial stamp paper as per prescribed form enclosed and submit at the concerned Office i.e. at the Office of the **Dy. Director of ARDD(FC), R.K. Nagar.**

23. The Director of ARDD will first evaluate the Technical Bids of the Bidders and the Technically qualified Bidders can only participate in the Financial Bids.
24. For Technical evaluation, ARD Deptt. will examine the eligibility of the Bidders as per the Technical Documents uploaded in the Tripura Tenders. Bids of the Bidders, not satisfying the eligibility criteria and any Technical deviation will be rejected.
25. For Financial evaluation, Financial Bids of the technically qualified Bidders shall be evaluated. The Bids, found lacking in strict compliance to the BOQ format shall be rejected straightway. All the Financial Bids shall than be ranked according to the Financial Bid in increasing order with the Bidder quoting the least amount ranked L1 who will be declared as successful Bidder and his Offer will be processed further.
26. Penalty will be imposed for withdrawing of Tender, Revision of rates (for both unit and figure) after dropping of Tender, violation of Terms & Condition, non execution of Agreement in time, delay to execute Supply Order, non execution of Supply Order. The range of penalty includes forfeiture of Earnest Money, Security Money, imposing @ 0.5% on total cost per month.
27. Tenderer must have all valid all documents of vehicles i. e insurance certificate of vehicle , fitness certificate , Driving license of the driver , pollution certificate, valid road permit etc . Any loss of feed arises due to poor documentation/ violation of traffic rules the bidder should bear the loss from his security deposit.

### **Instruction to Bidder**

1. Bid documents consisting of qualification information and eligibility criteria of bidders, plans, specifications, drawings, the schedule of quantities of the various classes of works to be done and the set of terms and conditions of the contract to be complied by the bidder can be seen in the website <https://tripuratenders.gov.in> at free of cost between \_\_\_\_\_.
2. Bid documents shall be uploaded in two bid system with all Pre-Qualification and other details. Bidder shall participate in bid online through website <https://tripuratenders.gov.in>, for which they shall register/enrol themselves in the same website.
3. participate in bid, the bidder shall have a valid **Class 2/Class 3 Digital Signature Certificate (DSC)**, obtained from the certifying authorities enlisted by Controller of Certifying Authorities (CCA) at <http://cca.gov.in>
4. Bid will be opened online through website <https://tripuratenders.gov.in> at \_\_\_\_\_ in the Directorate of Animal Resources Development Department, P.N. Complex, Agartala. If the Office happen to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.
5. Each Bidder shall submit only one bid for the work. A bidder who submits more than one bid will cause disqualification of all the bids submitted by the Bidder.
- 6. Rate Quotation:**

BOQ should be downloaded from the e-procurement application <https://tripuratenders.gov.in> and the same BOQ should be filled up properly and uploaded as a part of bid with digital signing. Bidder shall quote the Rate for **all items mandatorily** only in the Bill of Quantity (BOQ) which is in MS-Excel (macro enabled) and Name of the bidder/company/firm must be written in the appropriate field of Bill of Quantity (BOQ) by bidder.
7. On publication of the bid, bidder shall download the DNIT and all the work items from website as mentioned in the DNIT and minutely go through the instructions/terms conditions/critical dates/eligibility criteria of the DNIT. Downloaded DNIT document is to be uploaded back and digitally signed as a part of bid, and as a proof of acceptance of all terms conditions in the DNIT.
8. The Bidders shall have to scan all the required documents mentioned in this DNIT into PDF format of 100 dpi resolution, for uploading as part of Bid.
9. Bill of Quantity (BOQ), which is in MS-Excel shall be downloaded, filled up properly and uploaded with the bid after digital signing. The Bidder shall always open the BOQ sheet with Macro Enabled.
10. The dates stipulated in the bid notice are firm and under any circumstances, they will not be relaxed unless officially extended.
11. Bidders are allowed to bid 24x7 until the time of Bid closing, with option for Re-Submission, wherein only their latest submitted Bid would be considered for evaluation. The e-Procurement website will not allow any Bidder to attempt bidding, after the scheduled date and time.
12. Even though the bidders meet the above qualifying criteria, they are liable to be **disqualified/ debarred/ suspended / blacklisted** if they have.
  - a) Furnished false/ fabricated particulars in the forms, statements and / Annexures submitted in proof of the qualification requirements and/or

- b) Not turned up for entering into agreement, when called upon.
- c) Even while execution of the work, if found that the work was awarded to the Bidder based on false/ fake certificates of experience, the Bidder will be blacklisted and necessary action will be taken as per rules.
- d) Any definite attempt of profiteering by any bidder will render himself liable to be debarred permanently from bidding or for such period as the bid accepting authority may decide. The bidder overall rate should be based on the controlled prices for the materials, if any, fixed by the Government or the reasonable prices permissible for the bidder to charge a private purchaser under the provisions of clause-6 of the hoarding and profiteering prevention ordinance of 1943 as amended from time to time and on similar principle in regard to labour supervision on the construction.

### **13. Performance:**

If an individual makes the bid, it shall be digitally signed by him/her and the undertaking shall also be signed with his/her full name and his/her address. If a firm makes the bid, a member of the firm shall digitally sign it and the undertaking shall be signed with the co-partnership name by the same member of the firm, who shall also sign his/her own name, and the name and address of each member of the firm shall be given. If the bid is made by a corporation, it shall be digitally signed by a duly authorized officer and the undertaking shall also be signed by the same duly authorized officer who shall produce with his/her bid satisfactory evidence of his/her authorization. Such corporation submitting bids may be required to furnish evidence of its corporate existence, before the contract is executed.

### **14. Process to be Confidential.**

Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to the Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced by the bid accepting authority. Any effort by a Bidder to influence the processing of Bids or award decisions may result in the rejection of his Bid.

No Bidder shall contact the Director of ARDD or any authority concerned with finalization of bids on any matter relating to its Bid from the time of the Bid opening to the time the Contract is awarded. If the Bidder wishes to bring additional information to the Notice of the Director of ARDD, it should do so in writing.

- 2. Before recommending / accepting the bid, the bid recommending / accepting authority shall verify the correctness of certificates submitted to meet the eligibility criteria and specifically experience. The authenticated agreements of previous works executed by the lowest bidder may be called for

## **BID OPENING AND EVALUATION**

### **15. Bid Opening**

The bids will be opened online by the Bid openers **on behalf of the Dy. Director of ARD(FC)** at the time, date and venue as specified in the bid documents. Bids shall be scrutinized in accordance with the conditions stipulated in the Bid document. In case of any discrepancy of non-adherence Conditions, the Bid accepting authority shall communicate the same which will be binding both on the bid Opening authority and the Bidder. In case of any ambiguity, the decision taken by the Bid Accepting Authority on bids shall be final.

### **16. Bid Evaluation and Comparison of Bids.**

All the statement, documents, certificates, BOQ (Bill of Quantity) etc., shall be submitted/uploaded by the bidder will be verified, for evaluation of bids. The clarifications, particulars, if any, required from the bidders, will be obtained by addressing the bidders. Bids will be evaluated against the specified parameters / criteria same as in the case of conventional bids and the qualified bidders will be identified. The result of bids evaluation can be seen in the e-procurement application <https://tripuratenders.gov.in> by all the bidders who participated in the Bid.

The '**BOQ Comparative Chart**' generated & displayed by system through the e-procurement portal, after the opening of Bid, will show the amount calculated based on percentage rate quoted by the bidders. **The bidder shown as lowest (L1) in the bid rank of the 'BOQ Summary Details', may not be the lowest always.** The prescribed authority (i.e. **Bid Opening Committee**) in the Department will prepare a '**Comparative Statement**' considering all parameters as pre conditions given in the bid document. This '**Comparative Statement**', **declaring lowest bidder(L1), will be displayed in the e-procurement portal subsequently.**

**Details of 'Bid Evaluation Committee' shall be uploaded in the e-procurement portal**

<https://tripuratenders.gov.in> and all the bidders can access the same.

Tender Inviting Authority may cancel the Tender at any stage without any prior Notice.

#### **Discrepancy in Bid rate quoted-**

Bids shall be scrutinized in accordance with the conditions stipulated in the Bid document. **Bidder shall quote rate in figures only. BOQ (in MS-Excel format) shall be open with Macro Enabled for automatic conversion from figures to words.** In case of any ambiguity, the decision taken by the Bid Accepting Authority on Bidders shall be final

#### **17. Process to be Confidential.**

Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to the Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced by the bid accepting authority. Any effort by a Bidder to influence the processing of Bids or award decisions may result in the rejection of his Bid.

Before recommending/accepting the bid, the bid recommending/accepting Authority shall verify the correctness of certificates submitted to meet the eligibility criteria and specifically experience. The authenticated agreements of previous works executed by the lowest bidder may be called for.

### **AWARD OF CONTRACT**

#### **18. Award Criteria**

The Director of ARDD, Government of Tripura will award or recommend to the Competent bid accepting authority for award of the contract to the Bidder who is found Technically Qualified as per the Bid conditions and whose **Offered Rate is lowest.**

The bid accepting authority reserves the right to accept or reject any Bid or all bids and to cancel the Bidding process, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the reasons for such action.

#### **19. Notification of Award and Signing of Agreement.**

The Bidder whose Bid has been accepted will be notified the award of contract by any authorized official, prior to expiration of the Bid validity period by publishing the Award of Contract in the Tripura Tenders portal and also may send the same through registered letter.

The bidder should appear before the Tender inviting authority within 10days after the bidder has been awarded. The written Agreement to be entered into between the Bidder and the Government shall be the foundation of the rights and obligations of both the parties and the contract shall not be deemed to be complete until the agreement has first been signed by the Bidder and then by the proper officer authorized to enter into contract on behalf of the Government.

The successful bidder has to sign an agreement within a period of 10days from the date of receipt of communication of acceptance/ award of his bid.

#### **20. Corrupt or Fraudulent Practices**

The Government require that the bidders / suppliers / Bidders under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Government

(a) Define for the purposes of the provision, the terms set forth below as follows:

- (i) "Corrupt practices" means the offering, giving, receiving or soliciting of anything of value to influence the action of a Government official in procurement process or in contract execution: and
- (ii) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Government and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish in Bid prices at artificial non-competitive levels and to deprive the Government of the benefits of free and open competition.



- (b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- (c) Will blacklist / or debar a firm, either indefinitely or for a stated period of time, if at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing a Government Contract.  
Furthermore, Bidders shall be aware of the provisions stated in the General Conditions of Contract.

(Dr. Pran Kumar Das.)  
Dy. Director of ARD(FC)  
R.K.Nagar :Farm Complex.

### **PROCEDURE FOR SUBMISSION OF BIDS**

The Bids shall be submitted in 2(two) parts as follows :-

#### **Part I :- Technical Bid**

List of Documents to be scanned and uploaded in My Documents

The following documents as per standard format dictated by the Regulatory/Statutory Bodies, shall be scanned, Digitally signed and uploaded along with the Bid Document as per requirements-

<b>Sl. No.</b>	<b>Name of the Documents</b>
1.	Acknowledgement of Money Transfer regarding payment of EMD and Tender Fee
2.	PAN Card
3.	Upto date GST Registration Certificate.
4.	Up to date Professional Tax Clearance Document.
5.	IT Return for the last 3 financial years 2016-2017, 2017-2018, 2018-19
6.	Up to date Vehicle Registration Certificate, Pollution Certificate, Insurance certificate.
7.	Tender Document/DNIT which is digitally signed by the Bidder.
8.	Authorization Certificate and Detailed Technical Specification for the item to be offered.
9.	Other relevant Documents mentioned in Eligibility Criteria.
10.	Experience certificate of animal feed carrying (at least two years)
10.	All filled in and signed Annexure-I, II, III, IV & V.

#### **Part II :- Financial Bid**

Financial Bid will be considered for evaluation for those Bidders who have cleared the Technical Bid.

BOQ should be downloaded by the Bidder, fill up the same and upload to My Document in Tripura Tenders website.

**Note :-** Bidders should not temper the BOQ else the Bid will be rejected. Total rate should invariably be written in figure. If any bidder is not interested to bid for all the items of a tender then the corresponding column of the rate quoting sheet (BOQ) should be kept blank / or may write "0" only. Any comments like 'Not quoted', 'Not applicable' etc. should not be written as these will not be accepted by the system. If any discrepancies arise due to wrong quoting of rates suitable penalty for a justified reason will be imposed and deducted from the EMD of the bidder.

#### **Eligibility Criteria of the Bidder :-**

- 1) The Bidder should satisfy the Technical Compliance as mentioned in the ANNEXURE-III Technical Specification. Bids failing to satisfy the compliance of the Technical Specification will be rejected.
- 2) The Agency should be registered and should possess necessary license from Statutory Body/ Organization with TAN/PAN and copy of the Registration of Firm.
- 3) A Bidder will not be considered as eligible who has been debarred or blacklisted by any State/Central Government /PSU. A self Declaration must be furnished by the Bidder in support of the same.
- 4) The Agency should possess necessary Up to GST Registration from the competent Authority.



5) The Agency should provide IT Return Document for the last 3 financial years 2015-2016, 2016-2017 & 2017-2018.

**6) Attach all Documents(self attested), without which the Bid shall be rejected.**

For each above mentioned document, the Bidders shall scan in 100 dpi resolution into PDF and upload them.

(Dr. Pran Kumar Das.)  
Dy. Director of ARD(FC)  
R.K.Nagar :Farm Complex.

**Annexure-I**  
**TENDER FORM**

To  
The Dy. Director of ARD(FC),  
R.K.NaGAR: Farm Complex.  
West Tripura.

**Dear Sir,**

Having examined the tender document, the receipt of which is hereby acknowledged, we, the Undersigned, offer to transport the prepared feed/Feed ingredients under the above-named Contract in full conformity with the said tender document and our financial offer in the Price schedule submitted in Envelop No.2 which is made part of this tender.

2. We undertake, if our tender is accepted, to deliver the goods in accordance with the delivery schedule specified in the tender document.

3. If our tender is accepted, we undertake to submit the security deposit 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

**ANNEXURE-II**  
**AUTHORISATION FORMAT**  
**(To be furnished with the Technical bid)**

**Ref: Tender No.** \_\_\_\_\_ **dated** \_\_\_\_\_

**Dear Sir,**

We, ----- are the Resourceful/Registered Dealer/Supplier/Producer/Local Authorized Distributor of ----- (name of item(s)).

1. M/S ----- (name and address of the agent) is our authorized distributor for sale of ----- (name of item(s)).

Yours faithfully,

-----  
-----

(Signature with date, name and designation)

For and on behalf of M/s -----

(Name & address of the Dealer/Supplier/Producer/Local Authorized Distributor)

Seal:-

**ANNEXURE-III**

**TECHNICAL SPECIFICATION**

**THE SCHEDULE REFERRED TO THE TENDER FOR TRANSPORTATION OF ANIMAL FEED/FEED INGREDIENTS INCLUDING LOADING AND UNLOADING FROM R.K.NAGAR TO DIFFERENT FIELD INSTITUTIONS/FARMS TO THE DEPARTMENT THROUGH OUT THE STATE OF TRIPURA FOR THE PERIOD FROM 1<sup>ST</sup> FEBRUARY'2020 TO 31<sup>ST</sup> JANUARY'2021**

The carrying contractor should have at Least 2(two) nos. big Truck(10 MT capacity) and 1(one)no. Mini Truck(5 MT capacity) of his own or his legal family member/partner with documentary proof for the purpose of placing the said number of vehicle at a time if necessary at the time of dispatching the feed ingredients/prepared ration etc.

Approx. quantity for transportation of prepared ration/feed ingredients/CGM including loading and unloading.	<b>Average distance in km.</b> ( Km. range from 6 Km. to 160 Km.)	Earnest money to be deposited.
<b>1000 M.T.</b>	<b>80 Km.</b>	<b>18400/-</b>

(Dr. Pran Kumar Das.)  
Dy. Director of ARD(FC)  
R.K.Nagar :Farm Complex.

**ANNEXURE -IV**

**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 TRANSPORTATION OF FEED/FEED INGREDIENTS INCLUDING LOADING AND UNLOADING FROM R.K.NAGAR TO DIFFERENT INSTITUTIONS/FARMS TO THE DEPARTMENT THROUGH OUT THE STATE OF TRIPURA FOR THE PERIOD FROM 1<sup>ST</sup> FEBRUARY'2019 TO 31<sup>ST</sup> JANUARY'2020. 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. 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 possess valid Trader License bearing No.

.....Valid unto.....

I/We.....do hereby declare that I / we will supply the ..... as per the Terms, Conditions & specifications of the Tender Document.

Signature of the bidder:

Date:

**ANNEXURE – V.**

AGREEMENT BOND REGARDING SPECIFICATION AND CONDITIONS FOR TRANSPORTATION OF ANIMAL FEED/FEED INGREDIENTS INCLUDING LOADING AND UNLOADING FROM R.K.NAGAR TO DIFFERENT INSTITUTIONS/FARMS TO THE DEPARTMENT THROUGH OUT THE STATE OF TRIPURA FOR THE PERIOD FROM 1<sup>ST</sup> FEBRUARY'2019 TO 31<sup>ST</sup> JANUARY'2020.

**In favour of Dy. Director ,Animal Resources Dev.  
Deptt.,R.K.Nagar,Farm Complex.**

I/We, \_\_\_\_\_ Resident  
of \_\_\_\_\_  
\_\_\_\_\_

do hereby declare that :-

1. After acceptance of the rate I shall be liable for transportation of prepared Animal feed/Calf Growth Meal(CGM)/Feed ingredients etc. as per order issued by the DD,ARD(FC),R.K.Nagar. In case refusal of the same order, the security money shall be forfeited.
1. I am responsible for any loss, breakage/damage of feed items during transportation and shall be liable to pay the cost of damaged items.
2. The authority reserves the right to accept or reject any tender without assigning any reason thereof.
3. Accepted rate will be followed upto six months if considered to be required.
4. Prepared feed/CGM/feed ingredients etc. should be transported to the point of destination within 24 hours from loading point i.e. R.K.Nagar Farm Complex/other farms/organizations
5. The undersigned reserves the right to deduct GST and Income Tax as per norms of the Govt. from the bills.

12.. Any legal interpretation is restricted to the State of Tripura.

**Signature (s) of the Tenderer (s) :**

**1<sup>st</sup> Witness**

**Address .....**  
.....  
.....  
.....

**2<sup>nd</sup> Witness**

**Address.....**  
.....  
.....  
.....