



GOVT. OF ASSAM

OFFICE OF THE DEPUTY COMMISSIONER::::KOKRAJHAR

No.KDO. 15/2022/58

Dated Kokrajhar the 26th April, 2023

Notice Inviting Bids

Sealed bid affixing non-refundable court fee stamp of Rs. 8.25 (Rupees Eight and twenty-five paisa) only are invited by the O/o Deputy Commissioner, Kokrajhar from eligible Suppliers/Firms/Vendors etc., for **Delivery of nutritional support to the TB patients under Pradhan Mantri TB Mukh Bharat Abhiyan** by entering into a Contract for the year 2023-24.

Food Basket (To be Supplied to 250 Patients for 12 months)

Sl. No.	Item	Quantity (Per Patient/ Month)
1.	Rice (Aijong/Ranjit)	3 Kg
2.	Masoor Dal	1 Kg
3.	Mustard Oil	1 Ltr
4.	Soyabean (Nutrella)	1 Kg

Detailed list of the requirements and relevant terms & conditions of the contract are listed in the bid documents, which is available for download online at the official website <http://kokrajhar.assam.gov.in>. Alternatively the bid document may be collected from the --- Branch, O/o Deputy Commissioner, Kokrajhar.

The last date for submission of bid at the office of the Deputy Commissioner, Kokrajhar is 08/05/2023 up to 3.00 pm. The bids will be opened on the same day at 5.00 pm in the presence of the bidders or their authorized representative and other interested parties, if any.

This has the approval of Deputy Commissioner, Kokrajhar.


**Addl. Deputy Commissioner
(Dev.) Kokrajhar**

Memo No.KDO. 15/2022/58

-A-

Dated Kokrajhar the 26th April, 2023

Copy to:-

1. The Deputy Commissioner, Kokrajhar for kind information.
2. The District Information and Public Relation Officer, Kokrajhar. He is requested to make wide publicity through 3 (Three) leading News papers, one in English daily, one in Assamese daily and another in vernacular language daily.
3. The District Informatics Officer, NIC, Kokrajhar is requested to upload the Tender Notice on the District website.
4. Notice Board of Deputy Commissioner's Office, Kokrajhar
5. Office Copy


**Addl. Deputy Commissioner
(Dev.) Kokrajhar**



GOVT. OF ASSAM

OFFICE OF THE DEPUTY COMMISSIONER::::KOKRAJHAR

Open Competitive Bidding
(Single stage, single envelope, offline bidding)

BIDDING DOCUMENTS

Reference No. KDO 15/2022/58, Dated 26/04/2023

For

Delivery of nutritional support to the TB patients
under
Pradhan Mantri TB Mukht Bharat Abhiyan

Tender Schedule

Tender publishing date: 27/04/2023
Bid security amount: Rs.10,000/- (Rupees ten thousand)
Bid submission period: From 27/04/2023 till 3.p.m of 08/05/2023
Tender opening date: 08/05/2023 at 5.00 P.M

CONDITIONS OF CONTRACT
GENERAL TERMS AND CONDITIONS

1. **Scope of work:** Office of the Deputy Commissioner, Kokrajhar invites bids for **Delivery of nutritional support to the TB patients under Pradhan Mantri TB Mukht Bharat Abhiyan** for a period of 12 months. The scheme is to be implemented from the CSR/CER fund received from Bongaigaon Refinery, IOCL.
2. **Eligible Bidders:** Reputed firms or suppliers with prior experience in Govt. supplies.
3. **Bid Security:** Bid Security is Rs.10,000/- (Rupees ten thousand) only, which will be refunded to unsuccessful bidders within 120 days after awarding of the contract.
4. **Technical Bid details:** Bidders shall enter business details in **Annexure B** and submit necessary documents along with it. Incomplete bids will be rejected.
5. **Financial Bid details:** Bidders shall quote their best rates, inclusive of all taxes, for all items listed in **Annexure C**. Rates should reasonably commensurable with prevailing Market Rates.
6. **Submission of Bids:** Bid along with filled **Annexure (A, B & C)**, necessary documents and bid security is to be submitted in sealed envelope, Super-scribed on the cover as **“Delivery of nutritional support to the TB patients under Pradhan Mantri TB Mukht Bharat Abhiyan”**, and dropped in the tender drop box placed at the office of the undersigned till 3 p.m. of the last day of tender submission.
7. **Validity of Bids:** Bid shall remain valid for 120 days from the date of tender opening.
8. **Firm Prices:** Prices quoted by the bidder shall remain firm and fixed during the contract period. However, statutory variation in GST will be applicable.
9. **Sample:** Sample of each item is to be provided along with bid. Sample size: a) Rice: 100 gm, b) Masoor Dal: 100 gm, c) Mustard Oil: 100 ml, and d) Soybean (Nutrella): 100 gm.
10. **Withdrawal of Bids:** Any bidder may withdraw the bid upto last date of submission of bid. Withdrawal after that will lead to forfeiture of bid security money.
11. **Opening of Tender:** The tenders will be opened in the presence of tenderers or their authorized representatives on **08/05/2023, at 5.00 PM.**
12. **Evaluation of bids:** Only technically and financially responsive bids, i.e., bids that are submitted along with fully filled Annexure and conform to terms & conditions, will be selected.
13. **Selection of L1:** Preference will be given to the lowest and the most advantageous bids. But, the lowest rate may not be compulsorily accepted. Unreasonable or unrealistic bid shall be liable for rejection, even if it is the lowest. Quality of items will be one of the deciding factors for selection of successful bidder.
14. **Signing of contract:** The Bid submitted by the successful bidder (L1) and clauses of this Bid Document shall constitute the Contract Agreement.
15. **Performance Security (Security Deposit):** Bid Security of successful bidder will be adjusted as Performance Security, which shall be refunded on written request after 60 days of completion of the contract period.
16. **Supply order and delivery:** Supply order will be issued by the Deputy Commissioner, Kokrajhar. Delivery shall be made on or before 7th of every month.
17. **Payment:** Subject to availability of funds, payment shall be made as per Govt. of Assam rules & norms. No payment will be made for rejected or damaged items and under no circumstances advance payment will be made to the contractor.
18. **Right of acceptance:** The Deputy Commissioner, Kokrajhar reserve the right to accept the whole or any part or portion of a bid; reject any or all bids or cancel or withdraw the tender notice without assigning any reason thereof. The Deputy Commissioner, Kokrajhar also does not bind itself to accept the lowest rates and reserves the right not to place any order even after acceptance of the contract and no claim or compensation in this regard shall be entertained.

INSTRUCTIONS TO THE BIDDER

1. Only a single bid has to be submitted by each bidder along with sample of items.
2. Bidder should fill all the details in **Annexure A** and **Annexure B**.
3. Bidder should submit self-attested copies of the following, failing which, the bid will be rejected - a) ADHAAR Card, b) PAN Card, c) GST Registration Certificate, d) Income Tax Clearance Certificate and e) Trade License.
4. Bidder should quote their best rates (inclusive of all taxes) in "**Annexure C**". Bids without the rates of all the items will be rejected.
5. Rates should be quoted both in figures and words. In case of any discrepancy, the figures mentioned in words will be considered.
6. Any over-writing, over-typing or erasing of figures or words in the bid which render it doubtful and ambiguous shall render the same invalid.
7. Hypothetical or conditional bid will not be entertained. Bids shall not be allowed to be withdrawn or altered after due date of submission.
8. Bidder must submit Bid Security of Rs.10,000/- (Rupees ten thousand) only in the form of Demand Draft / Fixed Deposit, in favour of the Deputy Commissioner, Kokrajhar.
9. Bidder should give an undertaking (**Annexure B**) that he/she is not currently blacklisted or banned on the account of poor performance by the Govt.
10. The office of the Deputy Commissioner, Kokrajhar will deal with the bidder directly and no middlemen/ agents/ commission agents etc., shall be entertained.

PENALTIES & SETTLEMENT OF DISPUTES

If the supplied items are not found in conformity with the approved specifications / quality, the entire supply will have to be replaced with the good one at the cost of the contractor.

All out efforts shall be made to solve disputes and/ or the dissensions, if any ever arises out of the contract, amicably through mutual discussion. However, if the parties fail to arrive at an amicable settlement within 15 (fifteen) days from such discussion, the matter may be referred to appellate authority specified in "The Assam Public Procurement Act, 2017" and "The Assam Public Procurement Rules, 2020" as an arbitrator for a settlement through arbitration.

And if the matter could not be resolved by arbitration within 30 days from the date of commencement of the process of arbitration, then the legal dispute may be pursued only at the Court (s) under jurisdiction of/ at Gauhati High Court, Guwahati.

Annexure A

BID APPLICATION

To : The Deputy Commissioner, Kokrajhar

Kokrajhar- 783370

Assam

Sub: **Delivery of nutritional support to the TB patients under Pradhan Mantri TB Mukh Bharat Abhiyan**

Sir / Madam,

Having examined the bidding document including addendum thereof (if any), I offer to supply the Goods described above in accordance with the Conditions of Contract, Rate and Specifications accompanying this Bid.

This Bid and your acceptance of it as winning bid shall constitute a binding contract between us. I understand that you are not bound to accept the lowest bid that you receive.

I hereby confirm that this bid complies with the Eligibility, Bid Validity and Bid Security required by the Bidding documents.

Yours faithfully,

Bidders' Authorized Signature:

Name of Bidder: _____

Address: _____

Annexure B

TECHNICAL BID DETAILS

1. Name of the bidder with address:
-
2. Nature of Business:
3. Name of contact person (with Telephone No./ Mobile No.):
-
4. GST No. (Self-certified copy to be attached):
5. PAN No. (Self-certified copy to be attached):
6. Trade license (self-certified copy to be attached):
7. Have previous experience in govt. Supplies? (if yes, supporting documents to be enclosed):

DECLARATION / UNDERTAKING

I,, owner/ proprietor of
.....participating in the tender
(Ref No..... Date) for **Delivery
of nutritional support to the TB patients under Pradhan Mantri TB Mukh Bharat
Abhiyan** in Kokrajhar do hereby declare that:

I / We qualify to participate in the bidding process as per the terms and conditions mentioned in the bidding document.

I / We have not been blacklisted or debarred from participation in the bidding process by any government department / institution / body or by public sector undertaking that is currently in force.

Date:

Signature of the Bidder with Seal

Place:

Name.....

Annexure C

SCHEDULE OF ITEMS AND PRICE BID

(Bidders are required to quote their best prices, inclusive of all taxes.)

Food Basket (To be Supplied to 250 Patients for 12 months)

Sl. No.	Item	Quantity (Per Patient/ Month)	Price Per Basket (Ceiling is Rs. 500.00)
1.	Rice (Aijong/Ranjit)	3 Kg	
2.	Masoor Dal	1 Kg	
3.	Mustard Oil	1 Ltr	
4.	Soyabean (Nutrella)	1 Kg	

Date:.

Signature of the Bidder with Seal

Place:

Name.....