

**TENDER DOCUMENT FOR SUPPLY OF BROMADIOLONE**  
**0.25% CB of 14,376 Kgs**

1. All the instructions given in the Tender Form should be read carefully.
2. Tender shall be submitted in a cover containing two separate envelopes where in the following documents shall be kept.

**ENVELOPE – 1:**

**TECHNICAL BID:**

**GUIDELINES TO THE BIDDER FOR SUBMISSION OF TECHNICAL BID:**

1. This envelope should contain Annexure-I & II besides all other documents and should be super scribed as "TECHNICAL BID".
2. Supplier should possess the requisite sales tax registration (GST) for marketing of the product (Proof to be enclosed).
3. Audited balance sheets of the financial year 2019-20, 2020-21 and provisional balance sheet for the year 2021-22 shall be enclosed.
4. Income Tax Returns with I.T. Department Acknowledgements of the last 3 years.
5. Copy of PAN is also required.
6. Turnover during previous three (3) years.
7. No quality complaints from Department of Agriculture (Certificate to be enclosed).
8. The Tenderer should provide documentary proof in support of the above to qualify for opening of price bid.
9. Copies of partnership deed / Articles of Association or Bye-laws.
10. An affidavit on non-judicial stamp paper of appropriate value stating that party/their associates/sister concerns etc., has not been blacklisted or put on holiday by any of the Government organizations / Institutional agencies of Public/ Co-operative Sector, for participating in the tender.

11. General Terms & Conditions duly signed and stamped on each page by the Tenderer.
12. The tenderer should enclose a demand draft drawn in favor of "**Commissioner of Agriculture**" for Rs.1000.00 (One Thousand only) towards the cost of tender documents.
13. The technical bid should be accompanied with a Demand Draft of Rs.2,00,000/- (Rs. Two lakhs only) as Earnest Money Deposit drawn on any Nationalized Bank/Scheduled Bank in favour **Commissioner of Agriculture, Guntur.**
14. An undertaking on the letter head of the firm certifying that the information furnished above is correct and true and legally binding.

**ENVELOPE – 2:**

**PRICE BID:**

This envelope should contain (with) Signed & sealed Price Bid (Annexure III) and should be super scribed as 'PRICE BID'

1. The above mentioned two separate closed envelopes should be submitted in one big sealed envelope and should be super scribed with the respective names of the firm.
2. Envelope-1 shall be first opened and if any deficiency in submission of documents is observed, the Envelope-2, wherein price bid is kept, shall not be opened. The bid shall be considered as invalid.

**INSTRUCTIONS TO TENDERERS:**

1. The terms and conditions should be signed and stamped on each page by tenderers or their authorized representative and copy should be submitted to **Commissioner of Agriculture** in sealed cover.
2. The conditional tenders shall not be accepted.
3. Person or persons signing the terms and conditions shall state in what capacity he or they are signing the tender e.g. as sole Proprietor/Partner of a firm, as Secretary/Manager/Director etc., of a Private/Public company.

4. The persons signing the terms and conditions or any documents forming part thereof on behalf of a firm shall be responsible to produce a proper power of attorney duly executed in his favour stating that he has authority to bind such other person or the firms as the case may be in all matters pertaining to the agreement including the arbitration clause.
5. Quotations are to be submitted in a sealed cover/envelope addressed to **Commissioner of Agriculture**, Near Chuttugunta center, Guntur, A.P. super scribed as "Tender for supply of Bromadiolone 0.25%CB to reach the above office before 11.00AM on 22.07.2021
6. Quotations submitted without required EMD shall be summarily rejected.

**OPENING AND ACCEPTANCE OF QUOTATIONS:**

1. **Commissioner of Agriculture** reserves the right to accept or reject any or all the quotations in full or in part without assigning any reason. **Commissioner of Agriculture** is not bound to accept the lowest or any other tender and reserves the right to negotiate the rates with any or all the Tenderers.
2. Quotations not conforming to the instructions as per the tender documents are liable to be rejected at the sole discretion of **Commissioner of Agriculture**.
3. **Technical Bids will be opened at Commissionerate of Agriculture, Guntur on 22.07.2021 at 11.00AM** in presence of representative of tenderers duly authorized for negotiation, if any.
4. Price Bids of only those Tenderers, whose Technical Bids were found to be in conformity with the instructions as per the tender documents and without any deficiency, will be opened at Commissionerate of Agriculture, Guntur in the presence of representative/s of tenderers.
5. The Technical Committee under the chairmanship of Commissioner of Agriculture, Addl.Director of Agril – I, as convenor, JDA Agri Inputs, JDA RBK as members will scrutinize the tenders for short listing the supplier and supply price.

6. Date/s for negotiations of the quotations submitted by the tenderers, shall be finalized and communicated by Commissioner of Agriculture, Guntur later.

### **TERMS & CONDITIONS**

1. The final sale price will be fixed by the HOD and will be communicated to the concerned District JDAs. Accordingly the district JDAs will place the indents along with the destination points i.e RBKs at gram panchayat level as the programme is RBK centric.
2. The Tenderer of the product should participate in the tenders and having Agriculture licence of AP Govt. for marketing of the product. The manufacturers of Bromadiolone 0.25%CB solely responsible for the quality aspects and other terms and conditions stated in the tender schedule.
3. All the sealed completed tenders shall be deposited in the sealed tender box kept in the premises of Commissioner of Agriculture, Guntur.
4. If the tender is sent by post, care should be taken so as to reach this office before the closing date and time. Commissioner of Agriculture, Guntur is not liable in case of loss of tender document in transit or delay in receipt of the same.
5. The bidder at the time of filing the Tender has to submit **one saleable sample of the product** as per the packing size indicated in the Tentative Requirement for which they offered rates in the Price Bid for physical verification/analysis purpose; otherwise, the tender application will be rejected. The sample must have name of the Mfg. company and its Manufacturing & expiry dates and other details **as per label specifications of the Insecticide Act 1968.**
6. **Technical details of Rodenticide (as per the Insecticide Act 1968):**  
  
Bromadiolone 0.25%CB
7. **PACKING:**

- a. Packing specification with detailed description for Bromadiolone 0.25%CB shall be quoted in the tender invariably and if failed to do so will entail rejection of the tender.
  - b. The packing specifications shall be as per Insecticide Act 1968 for 100gms,
  - c. All the Packets shall be super scribed as **"supply under subsidy scheme & not for sale"**.
8. The Tenderers who have submitted their tender shall be bound by their offer and by the terms and conditions which will be valid upto 31.07.2022 from the date of offering the tender.
  9. The tenderer whose offer is accepted shall deposit an additional amount of **Rs.2,00,000/- (Two lakhs only) towards Security Deposit** within (3) three working days from the date of confirmation in addition to EMD already deposited.
  10. Any taxes levied or leviabale will be borne by the Firm. In the event of nonpayment of taxes / statutory dues, the department shall have the right to recover the same from the firm.
  11. Interest will not be payable on the Security Deposit and Earnest Money Deposit.
  12. EMD will be returned to all the unsuccessful tenderers after the final decision on the tender. In case of successful tender (s) the EMD shall be retained.
  13. The successful tenderer shall be required to enter into an agreement with the **Commissioner of Agriculture** to supply Bromadiolone 0.25%CB under departmental subsidy schemes.
  14. All or any disputes arising out of working or interpretation of this contract shall be resolved only by process of Arbitration.
  15. **PRICE QUOTATION & QUANTITIES TERMS:**
    - a. Tenderers are required to quote price of each item in figures and in words (in case of dispute the later will prevail) in the Schedule of price as Annexure-III and fill in all blanks legibly and properly. Corrections, if any, shall be made out by crossing out, rewriting, signing and dating.

- b. The price quoted shall be inclusive of all taxes for all kinds of packing.
  - c. The rate quoted in the Tender, shall be inclusive of packing, forwarding, freight, insurance, loading, unloading, storage, movement to anywhere of East Godavari, West Godavari, Krishna, Guntur and SPSR Nellore districts of the State of Andhra Pradesh and complete in all respects.
  - d. No request for price increase will be entertained, even if the orders are placed for part loads at a time for each destination.
  - e. The Schedule of prices shall be firm and remain fixed during the entire currency of the contract and completion of all contractual obligations.
  - f. On account of escalation in prices of the material in the market due to what so ever reason be during the period of contract, the successful tenderer will not be entitled for any claims due to price variation over and above the approved rate. The validity period of the contract can be extended on mutual consent of both the parties.
  - g. Price quoted shall be valid up to 31.07.2022 or the extended period of the contract.
  - h. The suppliers should have buffer stock points in the State and furnish the quantities available there along with preliminary analysis report for each batch separately.
16. Tenderers shall submit their tender in accordance with the specifications of the tender documents only. Alternatives / conditions will not be considered.

**17. Delivery**

- a. The final sale price will be fixed by the HOD and will be communicated to the concerned District JDAs. Accordingly the district JDAs will place the indents along with the destination points i.e RBKs at gram panchayat level as the programme is RBK centric.
- b. The rates offered should be on FOL destinations in anywhere of East Godavari, West Godavari, Krishna, Guntur and SPSR Nellore districts of Andhra Pradesh.

- c. The supplier should deliver the stocks as per the quantities and destinations given by concerned JDAs within seven days from the date of placement of Indent by JDAs.
  - d. The stocks positioned at distribution point will be accepted for distribution only after receiving analysis reports of the samples drawn by the M.A.Os concerned conforming to the specifications of the product.
  - e. In case of variations in the analysis report from the conformed specification/or misbranded, the stocks will be rejected, and the supplier is solely responsible for the action initiated by the departmental enforcing authorities and the supplier should replace the entire stocks at his cost.
18. The tenderers who have failed to fulfill their supply contract in the past need not participate in the tender and their bids will summarily be rejected.
19. The supplier/s shall be required to take back the stocks of Bromadiolone 0.25% CB that will be left over/ un-distributed for what so ever reason at the end of the season/contract period at their/his cost only.

**20. TERMS OF PAYMENT:**

- a. All payments will be made through CFMS system from the concerned district JDAs.
- b. 100% payment will be released to the supplier, subject to fulfilling the following conditions.
  - i. Submission of stock receipt acknowledgement from the destinations.
  - ii. Submission of analysis report, for the stock positioned, conforming to the specifications from Government notified laboratory for the samples drawn from the field by the MAO/ADA/JDAs.
- iii. To the extent of actual quantity distributed.

**ANNEXURE -I**

Supply of Bromadiolone 0.25%CB - Check list.

<b>Sl. No.</b>	<b>Description</b>	<b>Details</b>
1	Name of the Firm	
2	Year of establishment & constitution of the firm with documents	
3	Office Address	
4	Telephone & Fax Numbers; Cell Phone Number & Email ID	
5	Name of authorized person with his position/designation in the firm	
6	Manufacturing Licence No. & Agriculture License No., Date	
7	ISI Certificate Registration No.	
8	Sales tax registration (GST) No.	
9	Audited Balances sheets 2019-20, 2020-21 & provisional for 2021-22	
10	Income Tax Returns for last 3 years	
11	PAN No.	
12	Turnover for last three years	
13	No quality complaint certificate	
14	Income Tax PAN No.	
15	Buffer stock centers in AP with existing stock particulars	
16	Production capacity per day in MTs	

Signature of the Tenderer



## Annexure - II

## TRACK RECORD OF EXPERIENCE

Sl. No.	Year	Name of Material	Name of the Department	Address of the Department	Contract Ref. & Date	Value of the Contract (Rs.)	Scope of Work (with Quantities supplied)	Contact Official of the Department with whom the Rate contract is executed
	<b>2018-19</b>							
	<b>2019-20</b>							
	<b>2020-21</b>							

NAME :

Phone No.

Signature of the Tenderer

**Annexure-III****RATE CONTRACT**

PRICE: The rates should be quoted for supply of Bromadiolone 0.25%CB inclusive of all taxes as mentioned.

<b>Sl. No</b>	<b>Product</b>	<b>Rate Per Kg, inclusive of all taxes &amp; delivery on FOL basis (in figures &amp; in words) 100 gm Packing</b>
1	Bromadiolone 0.25%CB	

Signature of the Tenderer

Name and Address

Company Seal



DEPARTMENT OF AGRICULTURE  
ANDHRA PRADESH, GUNTUR

**RFP for selection of supplier of Bromadiolone 0.25% CB under Rodent control Programme**

Time schedule for Tender related events:

S.No	Item	Date	Time
a)	Bid calling date	17. 07.2021	10 AM
b)	Technical bid closing date	22. 07.2021	11.00AM
c)	Communication of technically qualified bidder	23.07.2021	05.00 PM
d)	Last date for Financial bid ( <b>e procurement portal only</b> )	28.07.2021 at 11.00 AM	
e)	Reverse tender	Applicable	
f)	DEPARTMENT OF AGRICULTURE contact persons	JDA contact number : 8331056009 DDA contact number : 8331056021	
g)	DEPARTMENT OF AGRICULTURE Reference No	Department of Agriculture AGC02-14030/18/2021 -PP - AGRHOD	

The Tender details and specifications can also be seen on [www.approcurement.gov.in](http://www.approcurement.gov.in) and <http://www.apagrisnet.gov.in>

**Note:**

- All the bidders should take care of validity of digital keys themselves
- No assistance pertaining to digital keys from this office.
- Reverse tender is applicable.
- Bidders should contact e- Procurement portal contact Nos only i.e 08645 - 246370/71/72/73/74.

**Commissioner of Agriculture,  
Andhra Pradesh, Guntur**