

GOVT. OF ASSAM
WPT & BC DEPARTMENT

**OFFICE OF THE DIRECTORATE OF
WELFARE OF PLAIN TRIBES & BACKWARD CLASSES, ASSAM .
RUKMINI NAGAR, GUWAHATI-06**

Tender No.

Date : /2018

e-tender

**INVITATION FOR TECHNICAL & COMMERCIAL BIDS
FOR SUPPLY OF POWER TILLERS**

BIDDING DOCUMENT

(to be used for furnishing bids by the ELIGIBLE BIDDERS)

TENDER FEE : Rs. 2000/-

Address for Communication:

**O/o The Directorate of Welfare of Plain Tribes & Backward Classes, Assam,
Rukmininagar, Guwahati - 06**

**e-TENDER NOTICE FOR SUPPLY OF POWER TILLERS FOR ST/OBC
BENEFICIARIES IN DIFFERENT DISTRICTS OF ASSAM**

(e-Procurement)

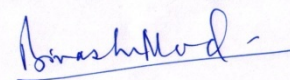
Tender No.

Date:

e-Tenders in two-bid System affixing court fee stamp of Rs. 8.25 only, are invited from manufacturers/ distributors (authorised by manufacturers to participate in the tender process)/dealers (authorised by manufacturers to participate in the tender process) for supply of Power Tillers manufactured in India in lieu of Make in India policy for the ST/OBC Beneficiaries of Assam for the financial year 2018-19 & 2019-20. The terms & conditions and details of items to be supplied are described in the Tender Document.

Sl. No.	Scheduled	Start date	Start time	End date	End time
1.	Tender publishing	05/11/2018	05.00 PM	NA	NA
2.	Tender download	05/11/2018	05.00 PM	30/11/2018	2.00 PM
3.	Pre-Bid Meeting	21/11/2018	11.00 AM	NA	NA
4.	Bid submission (Both Online & Hard Copy)	22/11/2018	03.00 AM	30/11/2018	3.00 PM
5.	Bid opening	01/12/2018	11.00 AM	NA	NA

Tender documents may be downloaded from the official website <https://assamtenders.gov.in>. The Tenders should be submitted through e-procurement system only except original copy of crossed Demand Draft/ Banker's Cheque for Tender Fee and Bid Security/EMD.



Director

Backward Classes, Assam.

Welfare of Plain Tribes &

INVITATION FOR BID

E- TENDERING SYSTEM

Government of Assam

WPT & BC Department

**DIRECTORATE OF WELFARE OF PLAIN TRIBES &
BACKWARD CLASSES, ASSAM .
RUKMINI NAGAR, GUWAHATI-06**

**OFFICE OF THE DIRECTORATE OF WELFARE OF PLAIN TRIBES
& BACKWARD CLASSES, ASSAM . RUKMINI NAGAR,
GUWAHATI-06**

NAME OF THE WORK : SUPPLY OF POWER TILLERS TO
THE ST/OBC IN THE STATE OF ASSAM
FOR THE FINANCIAL YEAR 2018-19 &
2019-20.

E-TENDER NOTICE

1. Director, WPT & BC, Assam., Guwahati invites e-tenders from the intending and eligible manufacturers/ distributors / dealers for supply of Power Tillers for the ST/OBC beneficiaries on RATE CONTRACT BASIS as shown in **Annexure-“A”**. The bidders are hereby requested to carefully read the instructions and other clauses furnished herein below before they prepare and submit/upload their tenders.
2. The bid document can be downloaded from <https://assamtenders.gov.in>. The Bidder who has downloaded the tender documents containing the details terms and conditions from the website shall upload their tender on-line on the website <https://assamtenders.gov.in> with proof of payment of non-refundable tender fee of Rs. 2000/- (Rupees Two thousand) only through crossed Demand Draft / Banker's Cheque drawn in favour of **Director, Welfare of Plain Tribes & Backward Classes, Assam** , Guwahati payable at Guwahati. The tender should be uploaded on-line before the scheduled date and time of uploading/submission.
3. The manufacturers/ distributors / dealers of Power Tillers must mention their full postal address of their registered office with phone number (landline or Mobile as the case may be) and the e-mail id. More than one address shall not be entertained. No sub / additional addresses will be accepted.
4. To participate in this tender process through e-procurement, the bidder (s) should have valid Digital Signature Certificate (DSC) of Class-III signing and have to register in the portal <https://assamtenders.gov.in> by themselves.
5. Sub-letting of the bid-contract is strictly prohibited.

SECTION- I : QUALIFICATION CRITERIA

1. LAST DATE FOR RECEIPT OF TENDERS.

Copies of the documents along with the scan copy of Tender Fee may be uploaded upto 30/11/2018 till 3.00 PM.

2. IMPORTANT NOTES:

- a) Delivery of the ordered items shall be effected to different districts of Assam for ST/OBC beneficiaries thereof.
- b) Each unit (consisting of item as per the specification & quality) shall be considered as an individual unit and the bidder shall quote for the one full unit of item.
- c) If the bidders are manufacturers, they must submit all valid licenses and permissions for trading & selling of the item quoted.
- d) If the bidders are distributors/ dealers, they must submit authorization certificate from manufacturers to participate in the tender process.
- e) Quality Report:
 - (i) Quality Certificate for each consignment should be provided.
 - (ii) Factory inspection will be conducted by authorized officers from the department.
 - (iii) If required third party inspection may also be resorted to.

Requirement of Qualifications of Bidders:

3. Eligibility criteria:

1.	Bidder(s) should be manufacturers / Distributors (authorised by manufacturers to participate in the tender process) / Dealers (authorised by manufacturers to participate in the tender process) of Power Tillers.
2.	The Bidder should have a network of dealer in the state of Assam for delivery in all the ITDPs (Integrated Tribal Development Projects)/ SDWOs (Sub-Divisional Welfare Offices) of Assam.
3	Bidder should have valid Digital Signature Certificate (DSC) of Class-III signing (minimum) and have to register in the portal https://assamtenders.gov.in by themselves.
4.	Tender Fee of Rs. 2,000/- should be furnished either by crossed Demand Draft or Bankers Cheque drawn in favour of Director, Welfare of Plain Tribes & Backward Classes, Assam , Guwahati from any Nationalized Bank/ Scheduled Commercial Bank and payable at Guwahati. The bidders shall have to submit the proof of payment of

	<p>EMD/Bid Security for an amount of Rs. 1.00 lakh only in the form of crossed Demand Draft/ Bankers Cheque/FDR on any Nationalized Bank/ Scheduled Commercial Bank that should be payable at Guwahati only.</p> <p>The Original copy of crossed Demand Draft/Banker's Cheque of tender fee and EMD/Bid Security Deposit along with other relevant documents so uploaded and along with samples competed for should be submitted/deposited to the Director, Welfare of Plain Tribes and Backward Classes, Assam, Guwahati-6 in a sealed cover on or before the last date and time of submission of tender. The cover should be superscripted with the details of the tender.</p>
5.	Bidder should have a minimum average annual turnover of Rs. 200.00 Lakhs out of the last three financial years i.e. 2015-16 to 2017-18. Proof of same to be submitted.
6.	Previous performance of supply of Agri. machineries or any similar product in any Central or State Govt. Department / Govt. Concern / undertaking during the last three financial year (i.e. 2015-16 to 2017-18) to be furnished for minimum average amount of Rs. 200.00 lakhs along with order copies and completion certificate from the concerning authority. As per in Annexure - C.
7.	GST Registration Certificate of the bidder from the competent authority
8.	Bidder must enclose up to date GST Return and up to date Tax Payment Challan.
9.	Bidder must furnish his PAN Card copy.
10	The bidder must submit copies of their up to date Trade license from the competent authority
11	A certificate from the bidder's registered Chartered Accountant (CA) stating therein that the bidder has achieved a minimum average sales turnover of Rs. 200.00 Lakhs out of the last three financial years (2015-16 to 2017-18).
12	The bidder must submit their income tax return acknowledgement copy for the last financial year.
13	The bidder must submit their firm registration certificate or Shop & Establishment registration certificate issued by the competent authority.
14	The bidder (s) in case of Dealer or Distributor of a Power Tillers should have to submit their dealership / distributorship certificate from their concerning manufacturing unit or co. authorizing to participate in this tender process.
15	<p>The bidders (Manufacturers or their Dealers / Distributors) has to be submit the following certificates / documents of their concerning manufacturing unit in technical bid :-</p> <ol style="list-style-type: none"> a. Valid ISO 9001:2015 certificate of manufacturer. b. Valid ISO 14001: 2015 certificate of manufacturer. c. Manufacturing / Factory licence of unit from the competent authority.

16 .	The bidder (s) must submit Bankers certificate in favour of their firm issued by the bidder's banker.
17 .	The bidder (s) should also submit an authorisation letter from their concerning manufacturing unit / Co., authorising the bidder to participate in this tender bid by mentioning the tender reference number in it. The letter should be addressed to the Director, Welfare of Plain Tribes & Backward Classes, Assam , Guwahati.
18 .	The bidder (s) has to furnish an affidavit to the effect that price quoted in the bid is not more than the price quoted or supplied to any other Govt./ Semi Govt. departments / agencies during the current financial year, taking into consideration the freight cost, for similar items.
19 .	Bidders shall have to submit an affidavit that he/his firm is not under a declaration of ineligibility/ blacklisting for corrupt and fraudulent practices or for any other cause by Government of Assam and/or Govt. of India or any State Government.
20 .	The bidders has to furnish an affidavit to the effect that the price quoted is not more than the retail price/MRP of similar items prevalent in the state of Assam, taking into consideration of reasonable cost of transportation to delivery destination.
21 .	Agreed Terms & Conditions as per Annexure-“E”
22 .	Bidder should upload Bills of Quantity (BoQ) (Price Schedule) in .xls format online.
23 .	Rate should be inclusive of GST and all other expenses/taxes and delivery expenses.

❖ **Commercial Bid** : The Commercial Bid will comprise of the financial bid form (price schedule) as per Annexure-“D” will be uploaded only in BOQ format in <https://assamtenders.gov.in> and not to be submitted to the Director, Welfare of Plain Tribes & Backward Classes, Assam , Guwahati in hard copy.

❖ The Tenders should be submitted through e-procurement system only. All tender related documents and enclosures should be uploaded in .pdf format only except Bills of Quantity (BoQ) which is to be uploaded in .xls (Ms Excel) format.

4. **Amendment of Bidding Documents - The Director, Welfare of Plain Tribes & Backward Classes, Assam**, Guwahati shall be at liberty to make amendments or modifications to the bidding documents at any point of time before the last date fixed for submission of the tenders if he feels it so necessary and he will do so by issuing a corrigendum at <https://assamtenders.gov.in>. The Purchaser may at his discretion also extend the time reasonably for submitting the tenders by fixing another date for the purpose and duly by issuing a corrigendum at <https://assamtenders.gov.in>.

5. Non-binding clause:

5.1 The Purchaser is not bound to accept any tender simply on ground of its rates being the lowest or for quoting unreasonable rates provided he has reasons so to do and, as such, the Purchaser is at liberty to cancel such tenders with reasons to be recorded in writing in the concerned file with intimation to the concerned bidder.

5.2 The bidders are not bound to submit the tender simply because they obtained the tenders from the Purchaser and any bidder who is unwilling and/or who has reservation to abide by the terms and conditions of the contract laid down herein as may also be prescribed in future under reasonable circumstances by the purchase is advised not to file any tender as filing of the tenders will automatically mean that the bidder concerned has wilfully agreed to abide by such terms and conditions as laid down herein and also as may be reasonably laid down in future.

6. Road Permits

Tender Inviting Authority will not take any responsibility for supplying Road Permits and C-Form. It will be the responsibility of supplier to arrange for dispatch of consignments to concerned destinations in Assam as per Annexure-“A”.

SECTION-II

SCHEDULE TO THE INVITATION OF TENDER

(PLEASE REFER TO ANNEXURE-“B” FOR TECHNICAL SPECIFICATIONS OF ITEMS)

7. Quoting of Price:

- 7.1** Rates quoted for the item should be quoted per unit.
- 7.2** The rates quoted for item of material/articles shall include all taxes, GST and other levies payable on the prices of the items and/or on the total value thereof plus the costs of transportation from one destination to another, loading and unloading charges, depreciation and damage, if any. No claim for any cost or compensation outside the quoted rates shall be entertained at any point of time and under any circumstance whatsoever.
- 7.3** While fixing the rates the bidders shall also keep it in mind that the rates quoted are reasonably commensurable with the existing prices of those items at the prevailing market.
- 7.4** The bidder must quote for the materials/articles strictly as per the technical specifications furnished in Annexure-“B” of this booklet. No variation or variable quotation shall be accepted.
- 7.5** The rates quoted for item shall remain valid for the 2 (two) financial year i.e. 2018-19 and 2019-20 and shall not be subject to any increase and/or adjustment for any reason and under any circumstances whatsoever.
- 7.6** The rates quoted shall be F.O.R. destinations - offices of the district godowns situated at different locations of the state of Assam and, as such, no transportation or delivery charges shall be paid separately.
- 7.7** The bidder must keep the fact in their mind that the quantity mentioned in the schedule of requirement is a tentative approximation of requirement and not the actual requirement for the period involving the contract.
- 7.8** While assessing financial bid the overall total rate of the Power Tillers as quoted in Bills of Quantity (BoQ) (inclusive of all taxes and other expenses) will be taken as the basis for determination of L1.
- 7.9** The bid will be submitted/uploaded as per on-line e-procurement process. All pages of documents to be scanned for uploaded need to be sealed & signed by bidders.
- 7.10** Overwriting in any form or manner anywhere in the tender papers shall not be accepted and the tender shall stand automatically cancelled.
- 7.11** Tender Fee along with other documents shall be submitted at the **Director, Welfare of Plain Tribes & Backward Classes, Assam, Guwahati**

during office hours on all working days before last date and time of submission of tender.

7.12 Manufacturer of Power Tiller should have Industrial license for manufacturing of the product offered and state the same along with documentary support as start up/ Make in India/Stand up. Indian Manufacturer and Indian make Power Tiller will be preferable.

8. Validity of tenders:

8.1 Only those tenders shall be treated as valid the submission of which is found in order and the rates of items quoted are accepted and bidders of such tenders shall be called successful bidders. The successful L1 bidder shall have to sign a Rate Contract Agreement with the Purchaser that shall remain effective and valid for the specific tender only.

9 Conditions for supply:

Delivery of all goods covered by an order shall have to be initiated within 30 days of issue of order at the destinations mentioned in the order and completed within 90 days from the date of issue of the order by the **Director, Welfare of Plain Tribes & Backward Classes, Assam**, Guwahati. Each delivery to each destination shall be made by issuing a Challan in 4 (four) copies which must expressly and clearly show the items name and specification and their quantity, signed and sealed by the supplier. Signatures with date and seal of the concerning officer (s) to whom the goods are delivered shall have to be obtained on the Challans. One copies of the Challan is be given to him/her (the authorized receiver of goods).

The bidder shall furnish information to the Purchaser (**Director, Welfare of Plain Tribes & Backward Classes, Assam**, Guwahati) in respect of each delivery to each destination with which a copy of the aforesaid Challan shall have to be attached. Two copies of the Challan shall be attached to the bill when submitted for payment.

10. Withdrawal of Bids:

Any bidder may withdraw the bid upto last date of submission of bid which is also the time for submission of bid. Only single bid shall be submitted by each bidder.

11. Inspections and Test:

The Purchaser's right to inspect or test as well as to reject the Goods, where necessary, after the Goods arrived their final destinations shall in no way be limited to or waived by reason of the Goods having been previously inspected or tested and passed by the Purchaser or his authorised representative prior to the Goods shipment.

12. Packing/Packaging:

12.1 The Supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, contact with salt and precipitation during /on transit / open storage. Proper care shall be taken regarding the case, size and weight of the packages considering the remoteness of final destination of the goods and the absence of heavy handling facilities at all points on transit.

12.2 The packing, marking and documentation in and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements, if any, specified in any subsequent instructions issued by the Purchaser after the contract was signed.

12.3 There will be inscription on each piece of Power Tiller as per the requirement of the purchaser.

13. Termination of Default:

13.1 The Purchaser may, without prejudice to any other remedy if available to him, shall issue notice for breach of contract for supplying defective material or sub-standard material to the Supplier's expressed destinations, terminating the Contract in whole or part at the discretion of the Purchaser.

13.2 The Purchaser shall also be at liberty to cancel the contract or deduct the proportionate value of the goods complained of if:

- (a) the Supplier fails to deliver any or all of the goods complained of by the Purchaser within the period(s) specified in the Contract;
- (b) the Supplier fails to perform any obligation(s) under the Contract; and/or
- (c) the Supplier, in the judgment of the Purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

NOTE : (1) "Corrupt practice" means offering, giving, receiving or soliciting of anything any favour in cash or in kind or an act of influencing the action of a public servant in the procurement process or in executing the contract.

(2) "Fraudulent practice" means misrepresentation of facts in order to influence the procurement process or execution of the contract to the detriment of the Purchaser, and includes collusive practice among bidders (prior to or after submission of the bids) designed to establish Bid prices at artificial or non-

competitive levels and/or to deprive the Purchaser of the benefits of free and open competition.

13.3 If the Purchaser terminates the Contract in whole or in part, the Purchaser shall have the right to procure, upon such terms and in such manner as he deems fit and appropriate, the goods or Services similar to those undelivered, and the supplier shall be liable to the Purchaser for making good of the loss if any incurred in the process by the Purchaser any excess costs for such procurement of goods and/or services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

14. Termination of Contract for insolvency: The Purchaser may at any time terminate the Contract by giving written notice to the supplier if the Purchaser reasonably finds at any point of time during the continuation of the period of contract that the supplier has become bankrupt or otherwise insolvent. Termination of the contract in such a situation will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued thereafter to the Purchaser.

15. Termination of Contract for Violation: The Purchaser, by issuing a written notice to the supplier, may at any point of time terminate the Contract, in whole or in part, if the Purchaser reasonably finds that the supplier has violated one or more terms or conditions of the Agreement or has engaged in influencing any of the officials or persons concerned with the implementation of the scheme. The supplier shall not be entitled to any compensation for such termination mid-way but he shall remain entitled to the amount proportionate to the works done until termination of the Contract.

16. Award of contract:

16.1 The Purchaser reserves the right to accept or reject any or all the tenders and to cancel the bidding process as well as to reject all quotations at any time prior to the award of the contract with reasons to be recorded in writing.

16.2 The Purchaser shall inform about the award of the contract to the bidder whose tender the Purchaser accepts. The terms and conditions of the accepted offer shall be incorporated in the purchase order.

16.3 Payment of the suppliers' bills shall be made after delivery of the goods in satisfactory condition and confirmation report from the

concerned Officers of the District regarding the receipt of the goods in good and satisfactory condition and subject to release of F.O.C. by the Government.

NOTE :

No preference will be given to any bidder or class of bidders, either for price or for any of the terms and conditions, earnest money deposit exemption etc. The bidders' sincere participation in the tendering process under reference shall be thankfully appreciated in the interest of the project.

18. Cost of Bidding Document: Rs. 2,000.00 (Rupees Two thousand), **non-refundable.**

19. Resolving Disputes and/or dissensions, if any:

- 19.1 The Purchaser and the supplier shall make all out efforts to resolve the disputes and/or the dissensions if ever arises any out of the Contract/Agreement amicably by direct and formal or informal negotiations and upon failing to arrive at an amicable settlement within 15 (fifteen) days from the date of commencement of the mutual discussion towards settling the dispute or dissension the matter shall be referred to arbitration by mutual consent with due intimation to and from all concerned.
- 19.2 In case of failure of the parties to resolve their dispute or difference or dissension amicably by themselves within 15 (fifteen) days, the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter shall commence unless such notice is given. Arbitration may commence prior to or after delivery of the Goods under the Contract.
- 19.3 The Principal Secretary to the Government of Assam or his designated representative shall be the arbitrator.
- 19.4 In case the dispute/dissension between Purchaser and Supplier 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”

Details break-up for supply of Power Tillers

Sl. No.	Name of District			
01	BARPETA			
02	BONGAIGAON			
03	CACHAR			
04	DARRANG			
05	DHEMAJI			
06	DHUBRI			
07	DIBRUGARH			
08	GOALPARA			
09	GOLAGHAT			
10	HAILAKANDI			
11	JORHAT			
12	KAMRUP - METRO			
13	KAMRUP - RURAL			
14	KARIMGANJ			
15	LAKHIMPUR			
16	MORIGAON			
17	NAGAON			
18	NALBARI			
19	SIBSAGAR			
20	SONITPUR			
21	TINSUKIA			
22	BAKSA			
23	CHIRANG			
24	DIMA HASAO			
25	KARBI ANGLONG			
26	UDALGURI			
27	MAJULI			
28	BISWANATH			
29	HOJAI			
30	WEST KARBI ANGLONG			
31	CHARAIDEO			
32	S.SALMARA , MANKACHAR			

ANNEXURE - "B"

1. Definition:

Power Tiller is a diesel operated mechanical device complete with clutch, gearbox and differential etc. use in the Agricultural field along with matching accessories / implements.

2. General Specification

2.1 Bidders shall mention the name of make, model no. etc. as necessary and give a small commentary on the model offered stating place of manufacture and the performance details.

2.2 Bidder shall enclose original printed product leaflets in addition to the maintenance manual complete with all technical details of Engine, Gear box, transmission, clutch, chain/ belt etc. system as necessary in respect for the offered model.

2.3 The model offered should be from the recent standard range of production and **included in the latest tested list of Farm Machinery Training and Testing Institute, Ministry of Agriculture and Farmers Welfare , Department of Agriculture, Cooperation and Farmers Welfare (Mechanized & Technology Division), Government of India.**

2.4 Manufacturer should have Industrial License for manufacturing of the product offered and state the same along with documentary support. 100% Start up/ Make in India / Stand up Indian Manufacturer.

2.5 Following accessories are required to supply along with the Power Tiller

- a Full Type cage Wheel
- b Blade 18 to 20 Nos. minimum required
- c The Blade should be made of good steel having less malleability and brittleness to withstand corrosion and pressure and the cage wheel should be made of mild steel of required dimension

Standard tools are to be supplied along with the Power Tiller

3. Technical Specification: -

3.1 The prime mover of Power Tiller shall be a Horizontal, four stroke, DI diesel fuel driven, single cylinder, compression ignition, Water cooled engine capable of delivering 12 to13 BHP at rated RPM, suitable for both Dry-land and Wetland operations and capable of self-start and Dual Gearbox option.

3.2 Engine capacity should not be less than 600 CC

3.3 Fuel consumption during field operation for rotavation should not exceed 1.5 litre / Hour.

3.4 Area coverage during **rotavation** should not be less than 0.3 Ha/Hr

3.5 Rotary shaft power should not be less than 80% of the total BHP developed and should have the capacity to hold minimum 18 to 20 **Nos.** of blades.

3.6 Provision for power outlet for stationery operation for agricultural appliances should be provided.

3.7 The Power Tiller shall have Protective Shield for **rotavator** and other hot / moving parts.

3.8 The Power Tiller shall have to provided operator's safety and comfort on belt drive/ chain drive / pulley, silencer and reverse gear drive system.

4. Qualification Criteria

All the bidders submitting their bids against this bid must submit the qualification requirements information as per the format "Format for Qualification Requirement" provided below TOGETHER WITH THE RELEVANT SUPPORTING DOCUMENTATION. The formats inter alia also include the Performa for Performance statement.

1. The Manufacturer must be in the business of design of Power Tillers Towards fulfilment of this, supporting documents such as copies of manufacturers statutory registration certificates; principal place of business and location of factory/ factories; and copies of audited Profit And Loss statement with Balance Sheet of last 3 years.
2. The bidders must have supply experience of Power Tillers since last 3 years to the Govt. department in the state of Assam. Documentary evidence letter must be enclosed.
3. Product offered shall have relevant test certificate from the "**Farm Machinery Training and Testing Institute, Ministry of Agriculture and Farmers Welfare , Department of Agriculture, Cooperation and Farmers Welfare (Mechanized & Technology Division), Government of India** towards fulfillment of this, self attested copies of relevant certificates (full copy) from FMTTI and product leaflets shall be enclosed for each model. Up to date copy of COP, CMVR and as per present norms Commercial Test report need to submit.
4. The bidder should provide a plan for provision of after-sales service and annual comprehensive after-sales service for the next three years.
5. All bids submitted shall also include the following information/documents:
 - i. Copies of original documents defining the constitution or legal status, place of registration and principle place of business of the company or firm or partnership, etc.
 - ii. Reports on financial standing of the Bidder such as profit and loss statements, balance sheets and auditor's report for the past three years, banker's certificates, etc.
 - iii. Brief write-up, backed with adequate data, explaining his available capacity and experience (both technical and commercial) for the manufacture and supply of the required systems and equipment within the specified time of completion after meeting all their current commitments.
 - iv. Past supplies and satisfactory performance in the prescribed format given below.
 - v. Confirm in clear terms that all the facilities exist in his factory for inspection and testing and these will be made available to the Purchaser or his representative for inspection.

- vi. Details of Service Centers and information on service support facilities that would be provided after the warranty period.
- vii. Description on available facilities (Spares, after sales service, users training, mobile service van, technical man power etc.) separately against each authorized Dealers / sub-Dealers in their letterhead and duly signed by them.

ANNEXURE-“C”

**PROFORMA OF PERFORMANCE STATEMENT FOR THE LAST 3 (THREE) FINANCIAL YEAR
(2015-16, 2016-17 and 2017-18)**

Name of the Firm.....

Financial year of Supply	Order placed by (full address of Purchaser)	Order No. date	Name of Items	Value of order	Targeted Date & date of completion of delivery		Remarks indicating reasons for late delivery, if any
					Target ed dated	Completi on Date	
1	2	3	4	5	6	7	8
2015-16							
2016-17							
2017-18							
Total							
Amount Rs.							

Average amount of Govt. supply orders & execution for last 3 Financial year (Total amount / 3) = Rs.

Signature and Seal of Bidder

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Note:

This Proforma of Performance should be supported with respective order copies and completion certificates from the concerning officers.

ANNEXURE-“D”

ITEM WISE BILLS OF QUANTITY (BoQ)

Tender Inviting Authority: Director, WPT & BC, Assam			
Name of Work: Supply of Power Tillers for ST/OBC beneficiaries in different districts of Assam.			
Contract No:			
Bidder Name :			
<u>PRICE SCHEDULE</u>			
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)			
NUMBER #	TEXT #	TEXT #	NUMBER #
Sl. No.	Item Description	Item Code / Make /Specification	RATE quoted per Power Tiller In Figures To be entered by the Bidder (including GST & all Taxes, FoR etc.) Rs. P
1	2	3	4
1	Power Tiller (As per specification mentioned in Annexure-B)		
Quoted Rate in Words		INR Only	

Annexure-“E”

**OFFICE OF THE DIRECTORATE
WELFARE OF PLAIN TRIBES & BACKWARD CLASSES, ASSAM
RUKMINI NAGAR, GUWAHATI-06**

AGREED TERMS & CONDITIONS

Tender No. & Date :

A. DETAILS OF BIDDER

Bidder Name :

Office Ref :

Contact Person :

Telephone No :

Fax No :

E-mail :

Signature :

NOTE: The questionnaire below must be duly filled in and should be enclosed with un-priced Technical Bid.

B. TECHNICAL:

Sl. No.	Description	Bidder's Confirmation
		(Confirmed/Noted)
1.	Confirm that you met the eligibility criteria as per bid document and have furnished relevant documents.	
2.	Confirm acceptance of Technical Specification and Scope of Supply as per Tender Document.	
3.	Confirm that literature and technical data, wherever applicable, have been enclosed.	
4.	Confirm that all certificates/ documents furnished.	
5.	Confirm that Tender Fee as per bid document has been furnished	

C. COMMERCIAL

Sl. No.	Description	Bidder's Confirmation
		(Confirmed/Noted)
1.	Confirm that the quoted price of the items are inclusive of cost of packing & forwarding charges, freight, insurance and all duties and taxes viz. Excise Duty, GST.	
2.	It is noted that the statutory variations in taxes and duties (except Excise Duty) within the contractual delivery period shall be borne by the purchaser.	
3.	If there is any variation or fresh imposition of Excise Duty at the time of supply due to various reasons, including turn-over, confirm that the same shall be borne by supplier.	
4.	Confirm that in case any new or additional duties and taxes are imposed after the contractual delivery date due to delays attributable to the supplier the same shall be borne by the supplier. This will be in addition to Price Reduction for Delay in Delivery.	
5.	Confirm acceptance of Delivery Period as specified in the Tender Document.	
6.	Confirm acceptance of relevant payment terms specified in the bid document.	
7.	Confirm that the quoted prices shall remain firm & fixed till complete execution of the order and period of contract.	
8.	Packing/ forwarding, transportation, loading/ unloading and insurance are supplier's responsibility. To protect the items from physical damages and/or deterioration due to weather during transit, supplier to ensure proper packing & handling arrangement.	
9.	Confirm that you shall observe the highest standard of ethics during bidding and in case favoured with an order, the execution of the order will be completed, without resorting to any fraud, corruption and/or coercion.	

SIGNATURE OF BIDDER:

NAME & DESIGNATION :

(IN BLOCK LETTER)

DATE :

NAME & ADDRESS OF THE FIRM :

Annexure-“F”

Form of Agreement

THIS CONTRACT AGREEMENT is made

This day of month..... year.....

BETWEEN

- (1) Name and Address of the Purchaser: **Director, Welfare of Plain Tribes & Backward Classes, Assam** , Rukmini Nagar, Guwahati-06
- (2) Name and Address of the Supplier:

WHEREAS the Purchaser invited bids for certain goods and ancillary services, viz., [insert: brief description of goods and services] and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [insert: contract price in words and figures] (hereinafter called “the Contract Price”)

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- 1. In this Agreement words and expressions shall have the same meaning as are respectively assigned to them in the Condition of Contract referred to.
- 2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and constructed as an integral part of the Contract:
 - (a) This Contract Agreement
 - (b) Special Conditions of Contract
 - (c) General Conditions of Contract
 - (d) Technical Requirements (including Technical Specifications)
 - (e) The Supplier’s bid and original Price Schedules
 - (f) The Purchaser’s Notification of Award
 - (g) [Add here: **any other documents**]
- 3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
- 4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

For and on behalf of the Purchaser

Signed: _____
In the capacity of [insert: **title or other appropriate designation**]

In the presence of _____

For and on behalf of the supplier

Signed: _____
In the capacity of [insert: **title or other appropriate designation**]

In the presence of _____

Annexure- "G"

CHECK LIST FOR TECHNICAL BID

Sl. No.	Cover A (Technical BID Document)	Enclosed (Yes)	Enclosed (No)	Page Sl. No.
01	Court Fee Stamp Affixed			
02	Technical BID forwarding letter along with Check list (Annexure-G)			
03	Tender Fee			
04	Bid Security/EMD			
05	GST Registration Certificate			
06	Upto date GST return Copies with Tax Payment Challan			
07	Pan Card			
08	Trade Licence			
09	Average Annual Sales Turn-over Certificate certified by Bidder's Resigister Charter Accountant			
10	Income Tax return Acknowledgment copy			
11	Dealership/Distributorship Certificate from Manufacturer (In case Bidder is Dealer or Distributor)			
12	Authorization letter to participate in this Bid, from Manufacturer (In Case Bidder is Dealer or Distributor			
13	Valid ISO 9001:2015 ; 14001:2015 Certificates and manufacturing/ factory licence of manufacturer			
14	Bank Solvency Certificate			
15	Firm Registration Certificate / Shop & establishment registration certificate / Company registration certificate			
16	Annexure-C (Proforma of Performance Statement)			
17	Annexure-E (Agreed Terms & Condition)			
18	Affidavit that the price quoted in the bid is not more than the price quoted to any other Govt. department for similar item			
19	Affidavit that bidder is not under the declaration of in eligibility / blacklisting etc. by Govt. of Assam or India.			
20	Affidavit that price quoted is not more than MRP of similar item.			

**Sign and Seal by Authorized representative
of the Bidder**