

TERMS AND CONDITIONS

Sealed bids are invited for Supply of Coconut Seednuts from the reputed registered firms/Nurseries on behalf of The Director, Department of Horticulture & Soil Conservation, Sanjenthong, Manipur under **Coconut Development Board Schemes, 2020-21**. The detail specifications of the item and terms & conditions, etc. are as given below:

1. The quotation should consist of Technical Bid and Financial Bid separately. The cover letter should be addressed to **“The Director, Department of Horticulture & Soil Conservation, Sanjenthong, Manipur- 795 001”** and **reached the Directorate on or before 20th March, 2021** . The Cover letter along with all other technical details should be mandatorily kept in Technical Bid. Non-compliance of these shall lead to non-consideration of the Bid.
2. Furnishing related documents like detailed specifications, product certification, firms/Nursery registration certificate is mandatory, failing which the quotation shall not be considered.
3. The rates to be quoted are to **Free on Rail (F.O.R) up to Progeny Orchard cum Nursery, Jiribam, Manipur** inclusive of GST, Transportation Charges, Loading & Unloading Charges and, other permissible charges etc. as may be applicable. If the bidder mention only the base price (without taxes, transportation etc.) the bid will not be considered for evaluation. The Director, Department of Horticulture & Soil Conservation, Sanjenthong, Manipur shall not be responsible for payment of transit insurance charges.
4. All bidders should mandatorily give their valid PAN Card No. (Photocopy of the PAN card to be enclosed), GST No. (if applicable) (Photocopy of the GST registration certificate to be enclosed) and Bank account details (Name, Account No., Bank, Branch, IFSC Code and MICR Code, etc.) along with the bid to enable the office for releasing the payment via e-payment basis.
5. The selected bidder must complete the supply within the stipulated time limit to be mentioned in the supply order. Supply to be made by at supplier’s risk otherwise specified.
6. No advance payment shall be made against the order. Payment shall be made on actual delivery in good condition after due verification & certification by the concerned official. Bill in triplicate should be submitted for release of the final payment.
7. All bidders shall give an Undertaking and Declaration as given in Annexure on their official letter head duly signed along with official seal that they fully and unconditionally agree to abide by all the terms & conditions which, if needed, may be modified at the discretion of the Competent Authority, in supply order, for which confirmation from the supplier shall be taken. Non-submission of the undertaking may lead to non- consideration of the tender.
8. The bidders should mandatorily sign on every pages of the Tender Document and included in the technical bid, which would show their unconditional acceptance of all the terms and conditions of the Tender.
9. The Department does not pledge itself to accept the lowest or any other tenders. The Department is also not bound to accept the tender in whole and Department has right to accept the tender in parts. The tenderers are however, at liberty to tender for the whole or any portion of it or to state in the tenders that the rates quoted shall apply only if the tenders are considered fully. Other conditional tenders will not be accepted.
10. The Director, Department of Horticulture & Soil Conservation, Sanjenthong, Manipur reserves the right to reject any tender in part or full without assigning any reason thereof. The decision in this regard shall be final for any aspect of the contract and binding on all parties.
11. Other terms and conditions, as may be decided by the Competent Authority will be intimated from time to time, depending upon the conditions and requirement of the supply. The intimation in this regard shall be provided well in advance and the bidder/suppliers shall be bound by the said terms & conditions.
12. For any query/clarification, the undersigned may be approached at: cdb_manipur@rediffmail.com (Email) on any working days (11.00 AM to 5.00 PM).

Sd/-

Date : 11.03.2021
Place : Imphal

(Honey Chara)
Additional Director
Horticulture & Soil Conservation,
Manipur

(To be submitted on official letter head)

To

Director
Department of Horticulture & Soil Conservation
Sanjenthong, Manipur

Subject : Technical Bid for- reg.

Reference :

Sir,

With reference to the subject and tender notice no. cited above, I, on behalf of.....
(Name of the firm / Nursery)..... am submitting the
Technical Bid for

Item Code	Particulars	Technical Specification Offered by the Firm

This is for your kind consideration, please.

Thanking you,

Yours faithfully,

Date :

Signature :

Place :

Name :

Official Seal :

(To be submitted on official letter head)

UNDERTAKING AND DECLARATION

I,(Name of the Tenderer)..... on behalf of (Name of the firm / Nursery) am fully and unconditionally agree to abide by all the terms & conditions as mentioned in the Tender Notice No. for Supply of

I hereby offer for the Supply of conforming to the technical specifications as mentioned in the tender document.

We undertake to supply, install, test and commission required quantities of material, within the allotted period, at the places to be specified in the supply order by the Department of Horticulture & Soil Conservation, Sanjenthong, Manipur. We undertake that our firm has neither been Blacklisted/Debarred by any Government/Government Undertaking nor penalized on the same ground.

We also undertake that no legal proceeding is pending in any Courts on the same grounds.

I have read and fully understood the terms and conditions of supplies etc. mentioned in the tender document and I shall abide the same.

Date :

Signature :

Place :

Name :

Official Seal :

TO BE SUBMITTED ON THE FIRM'S OFFICIAL LETTER HEAD

Name of the Firm/ Nursery :

Registered/Postal Address :

1.	Permanent Account Number (PAN)	
2.	GST No., (if applicable)	
3.	Bank Account Details	
	(i) Name of the account holder	
	(ii) Bank Name	
	(iii) Branch Address	
	(iv) Account Number	
	(v) Type of Account: (Current/Saving)	
	(vi) MICR No.	
	(vii) RTGS/NEFT code	

Date :

Name of the Authorized Signatory :

Place :

Signature with Seal :

TO BE SUBMITTED ON THE FIRM'S OFFICIAL LETTER HEAD

TECHNICAL SPECIFICATIONS AND COMPLIANCE REPORT

To

Director
Department of Horticulture & Soil Conservation
Sanjenthong, Manipur

Reference: Tender Notice/ letter No. _____ Dated _____

Sir,

With reference to the subject and tender notice no. cited above, I/We, _____ (Name of the bidding firm/ Nursery) on behalf of _____ (Name of the principal firm/manufacturer) are submitting the Technical Bid for _____ specified in Tender Document.

Item	Technical Specification Given in the Annexure- A of Tender Document	Detail Technical Specification Offered by Bidder

This is for your kind consideration, please.

Date :

Signature :

Place :

Official Seal :

Name :

Designation :

On behalf of :

Address :

Note: In case there is any variation and/or deviation between the goods & services prescribed by the Department and that offered by the Bidder, the same should be indicated in the above table without ambiguity.

MINIMUM TECHNICAL SPECIFICATIONS FOR COCONUT SEEDNUTS

Item	Minimum Technical Specifications
Coconut Seed nut	<ol style="list-style-type: none">1. The seednuts must be fully matured (harvested at least 12 months old).2. The seednuts should be of medium size, round/oblong shape.3. It must produce a resonant and ringing sound on tapping.4. Water inside the seednuts must be easily audible to movement5. The seednuts must have dry husk with distinct browning of inner fibres.6. The seednuts must be free from any physical damage either by mite or any other cause.