



**OFFICE OF THE DIRECTOR
ANIMAL HUSBANDRY AND VETERINARY DEPARTMENT
ASSAM :: GUWAHATI-781003**

Request for Quotation

**For Design, Printing, Supply, Fabrication and Installation of Hoarding
to create awareness of African Swine fever (ASF) among Pig Farmers,
OPIU-AHVD, APART**

**THROUGH
REQUEST FOR QUOTATION (RFQ) PROCEDURES**

REQUEST FOR QUOTATIONS

Purchaser: The Director, Animal Husbandry and Veterinary Department, Assam

Contract title: Request for Quotation For Design, Printing, Supply, Fabrication and Installation of Hoarding to create awareness of African Swine fever (ASF) among Pig Farmers, OPIU-AHVD, APART



RFQ No: VET/APART/ASF-AWA/2022-23/3802

Date: 22 Nov. 2022

Applicable Procurement Guidelines/Regulations Date: July 2016

1. The Government of India has received financing from the World Bank in various currencies towards the cost of the **Assam Agri-Business and Rural Transformation Project (APART)** Project and intends to apply part of the proceeds towards eligible payments under the contract for which this request for quotations is issued. The **The Director, Animal Husbandry and Veterinary Department, Assam** invites quotations from registered Firm for the following:

Sl. No	Brief Description of the Work	Specifications	Unit & Quantity	Delivery Period	Place of Delivery
1	Design, Printing, Supply, Fabrication & Installation of Hoarding	As per Annexure-I	97	45 Days from the date of Official work Order	As per Annexure-II

2. The Bidders may submit Quotations for the same.
3. This e-Procurement notice includes the terms and conditions applicable to submission of quotations; criteria for qualification, evaluation, and for award of supply order(s); and relevant forms to be filled by the bidders. Implementing Agency has not issued a separate RFQ document for this purchase. The e-Procurement notice including the terms and conditions etc. can be downloaded free of cost by logging on to the website <http://assamtenders.gov.in> The bidders would be required to register in the website which is free of cost.
4. For submission of Quotation, the Bidder is required to have Digital Signature Certificate (DSC) from one of the Certifying Authorities authorized by Government of India for issuing DSC. Bidders can see the list of licensed CA's from the link (www.cca.gov.in). Bidders who have not obtained the user ID and password for participating in e-procurement in this Project, may obtain the same from the website: <http://assamtenders.gov.in>
5. Quotations, both Technical Part and Financial Part shall be submitted on <http://assamtenders.gov.in> on or before 14.00 hours on 14.12.2022 Any quotation or modifications to quotation received outside e-procurement system will not be considered. The electronic bidding system would not allow late submission of quotations. The 'Technical Part' of the Quotations will be opened online on 14.12.2022 at 14.30 hours, this can also be viewed by the bidders online. The electronic summary of quotation opening of technical part will be generated and uploaded online.

6. If the Purchaser's office happens to be closed on the date of opening of the Quotations as specified, the 'Technical Part' of the Quotations will be opened on the next working day at the same time. The Financial Parts of the Quotations shall remain unopened in the e-procurement system, until the subsequent online opening, following the evaluation of the Technical Parts of the Quotations.
7. Other details can be seen in the RFQ document. The Purchaser shall not be held liable for any delays due to system failure beyond its control. A Bidder requiring any clarification of the RFQ Document may notify the Purchaser online or may attend the pre-bid meeting at the address given below.

Nodal Officer, APART
Directorate of Animal Husbandry and Veterinary, Assam
Chenikuthi, Guwahati,
Pin: 781003
E mail : ahvdapart@gmail.com

8. The Purchaser reserves the right to change/add terms & conditions as and when felt necessary.



RFQ No: VET/APART/ASF-AWA/2022-23/3802

Date: 22.11. 2022



Terms and Conditions

1. Eligibility:

- (a) A Bidder shall not participate in more than one Quotation.
- (b) The Bidder shall not have conflict of interest as defined in the Bank's Procurement Regulations.
- (c) The Bidder should not have been (i) temporarily suspended or debarred by the World Bank Group in compliance with the Bank's Anti-Corruption Guidelines and its Sanctions Framework; or (ii) blacklisted or suspended by Central or any State Government Departments in India.

2. Clarifications & Amendments:

- (a) Pre-bid meeting: A Pre-bid meeting is organized for the bidder on dated 29.11.2022 at 14.00 hours in the office of Nodal Officer, APART, Directorate of Animal Husbandry and Veterinary for clarification of bid documents.

(b) For any clarification of RFQ documents the bidder must submit request letter on or before pre-bid meeting. Modification or any amendment in the RFQ may be done if the issue of bidder is valid and upload the same portal accordingly. After pre-bid no clarification regarding RFQ documents will not accepted.

3. **Documents:** The Quotation shall comprise two Parts, namely the Technical Part and the Financial Part. Both Parts shall be submitted simultaneously.

4. The Technical & Financial Part of Quotation shall comprise the following:

- (a) Letter of Quotation– Technical Part as per Annexure-III.
- (b) Bidder must submit the clearly visible scan copies of following documents along with Letter of Quotation:

(a) Complete address and contact details of the Bidder having the following information:

Name of Firm

Address for communication

Telephone No(s): Office

Mobile No.

Electronic Mail Identification (E-mail ID)

Particulars of the Authorized Signatory of the Bidder:

Name:

Designation:

Mobile No:

Email Id:

(Also submit Power of attorney/Undertaking wherever applicable)

(b) Valid PAN card.

(c) Valid Trade License of relevant field.

(d) GST Registration Certificate

(e) Performance Statement: Similar work Experience of Government Department / Public Sector Undertakings (PSUs) / Public Sector Banks (PSBs) / Corporations etc. during the last 3 years with proper evidence as per Annexure-IV



- (f) Submit completion Certificate copy of previous work.
- (g) Bidder should submit complete annual turnover reports for last 3 years (2019-20, 2020-21, 2021-22) minimum 10 lakhs per year
- (g) Affidavit for non-conviction certificate as per Annexure-V.
- (h) All pages of the bid shall be seal and signed by the authorized person to indicate that the bidder has agreed to all terms and conditions of the quotation. Overwriting, alterations, if any, in the Quotation should be signed by the authorized signatory.
- (i) Check list duly filled by the bidder with correct information. If any bidders submitting documents not as per check list. Their participation will be considered as non-responsive.

5. The Financial Part of Quotation shall comprise the following:

The Price Schedule of the quoted items shall be submit online only.

6. Quotation Prices:

- a) The contract shall be for the full quantity for all items or for full quantity of each item, as specified in the Price Quotation Form. Corrections, if any, can be carried out by editing the information before electronic submission.
- b) All duties, taxes and other levies payable on the components shall be included in the total price.
- c) GST and any other taxes, which will be payable on the goods at the time of invoicing in connection with the sale, shall be shown separately. If these are only stated to be extra, such quotations are liable to be rejected. Wherever these taxes are not shown, these will be assumed to have been included in the quoted price.
- d) The quoted rate include the charge for Design, Printing, Supply, Fabrication and Installation of Hoarding and any other cost involve during making and upto installation.
- e) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- f) The Prices shall be quoted in Indian Rupees only.
- g) If any bidder containing quoted rate or reveal prices in technical data that particular bidder is considered as Non-Responsive.

7. Validity of Quotation: Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

8. **Signing of Quotations:** The name and position held by each person signing the quotation and related documents must be typed or printed below the signature.
9. **Delivery Period:** The Bidder shall complete Design, Printing, Supply, Fabrication and Installation of Hoarding within 60 (Sixty) days from the date of issue of the supply order in case of delay due unforeseen event the same needs to be communicated and approved by the Purchaser.
10. **Opening and Evaluation of Quotations:** The technical part of Quotations will be opened electronically in the last day of submission. The technical part will be evaluate by the evaluation committee. After evaluation of technical bid the minutes will be uploaded in the portal for opening of financial bid. . If any bidder is not technically qualified then their participation will be declared as Non-Responsive for financial evaluation. The Final selection of bidder will be done by the evaluation committee on the basis of Technical and Financial bid submitted by the bidder.
11. **Award of contract:** The Purchaser will award the contract to the bidder whose Quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - (a) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
 - (b) The bidder whose quotation is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order.
 - (c) 100% Payment shall be made or within 45 days after delivery of the goods. Payment of GST and other taxes payable at the time of invoicing.



Annexure- I



Technical Specifications:

Hoarding:

Size: (15 X 10) feet.

Flex quality 340 GSM , 10 Oz with glossy surface, weather resistance Star flex multicolor digital printing.

Blackout Backside.

Ink Quality: Solvent printing.

Iron Structure Backside:

4 Nos of Iron Pole. 3 Inch Pole should be 16 Gauge GI Pipe duly coated round or square. Frame 1 Inch, Square Pipe with 16 Gauge square or round.

* Iron Angle – C/U -Type– 2 Inch (if applicable)

RCC Foundation

(Iron Pole's will be installed at ground with Concrete, Cement along with Black Paint)

Depth of Footing 5 Feet.

Footing size (1 X 1) feet each pole.

Height: Minimum 8 Feet from the ground level.

Note:

The bidder will deliver the hoarding:

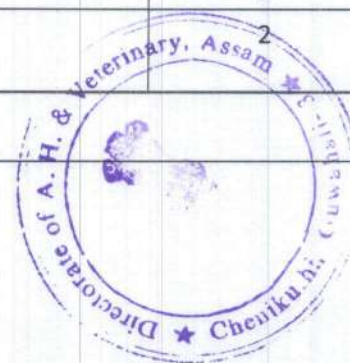
- In good condition.
- Printing, Transportation, Installation and any other cost related to hoarding will be included in the quoted price.
- Creative's and design for the hoarding would be done by the vendor in consultation with purchaser.
- The creative's need to be approved by purchaser before final printing.
- Bidder need to submit completion certificate with photograph signed by concern authority of various district along with invoice copy.

Annexure- II
Location-wise Number of Hoarding to be installation

Sl No.	District Name	Total No in Districts	District wise locations	No of Hoarding
1	Nalbari	2	Borigog-Banbhag Block,	2
2	Barpeta and Bajali	3	Bajali Block,	2
			Barpeta Block	1
3	Kamrup (M&R)	12	Rani Block,	2
			Boko Block,	2
			Bangaon Block,	1
			Rangia Block,	2
			Dimoria Block,	2
			Chaygaon Block,	1
			DVO Office Chenikuthi,	1
			Khanapara	1
4	Morigaon	4	Bhurbandha Block,	2
			Kapili/Mayong Block,	2
5	Golaghat	6	Sarupathar Block,	1
			Bokakhat Block,	2
			Morangi Block,	1
			Dergaon Block,	1
			Gomariguri Block,	1
6	Jorhat and Majuli	6	Ujani Majuli Block,	2
			Dekorgarah Block,	2
			Majuli Block,	2
7	Darrang	6	Kalaigaon Block,	2
			Pachim Mangaldai Block,	2
			Sipajhar Block,	2
8	Sonitpur and Biswanath	8	Naduar Block,	1
			Dekiajuli Block,	2
			Balipara Block,	1
			Sakomatha Block,	1
			Baghmara Block,	1
			Bihali Block,	1
			Chayduar Block,	1
9	Lakhimpur	7	Narayanpur Block,	2
			Ghilamara Block,	2
			Boginadi Block	1
			N. Lakhimpur,	2



10	Hailakandi	3	Algapur/Hailakandi Block,	1
			South Hailakandi Block,	1
			Lala/Katlicherra Block,	1
11	Goalpara	6	Balijana Block,	2
			Lakhipur Block,	2
			Kuchdhuwa/Dudhnoi Block,	1
			Rangjuli Block,	1
12	Karbianglong	8	Bokajan Block,	1
			Lumbajong Block,	2
			Hawraghat Block,	1
			Rongkhang Block,	1
			Amri Block,	1
			Silonijan Block,	1
			Socheng (Kheroni) Block,	1
13	Kokrajhar	5	Kokrajhar Block,	2
			Dotma Block,	1
			Gossaigaon Block,	1
			Debitola Block,	1
14	Sibasagar and Charaideo	7	Kheluwa Block,	1
			Gaurisagar Block,	1
			Demow Block,	2
			Disangpani/Sonari Block,	1
			Sapekhati Block,	1
			Nazira Block	1
15	Bongaigaon	4	Dangtol Block,	1
			Boitamari Block,	1
			Srijangram Block,	1
			Tapattary Block,	1
16	Dhemaji	10	Sissiborgaon Block,	2
			MSTD Block,	2
			Dhemaji Block,	2
			Machkhowa Block,	2
			Bordoloni Block,	2
Total Installation Site		97		



Annexure- III
Letter of Quotation–Technical Part



The Bidder must prepare the Letter of Quotation in letterhead clearly showing the Bidder's complete name and address.

RFQ No.: *[insert identification]*

Our Reference: No..... Dated.....

To:
(Purchaser's name and address)

Subject:

Sir,

1. We, the undersigned, hereby submit our Quotation in two parts, namely:
 - (a) Technical Part; and
 - (b) Financial Part
2. In submitting our Quotation, we make the following declarations:
 - (a) **No reservations:** We have examined and have no reservations to the RFQ Document; Bid submitted by me/us are properly signed & sealed so as to prevent any subsequent replacement.
 - (b) **Conformity:** We offer to supply in conformity as per RFQ Document.
 - (c) **Quotation Validity Period:** Our Quotation shall be valid for the period of 60 days, from the deadline fixed for the Quotation submission;
 - (d) **Eligibility:** I/We meet the eligibility requirements and have no conflict of interest, we are not participating in more than one quotation in this bidding process, and we have not been temporarily suspended or debarred by the World Bank or blacklisted or suspended the Central or any State Government;
 - (e) **Technical Specifications:** confirmation that the offered good & Services as per required technical specifications as specified. We also enclosed clear scan copy of all documents supporting to technical specification as mention in RFQ.
 - (f) **Delivery Period Offered:** Confirmation that the delivery period will be as per Purchasers requirement as mentioned.
 - (e) **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of corrupt, fraudulent, collusive, coercive, or obstructive practices; and we will strictly observe the laws against fraud and corruption in force in India namely, "Prevention of Corruption Act 1988."

Yours faithfully,

Authorized Signature

Name & Title of Signatory _____

In the capacity of *[insert legal capacity of person signing the Letter of Quotation]*

Name of Bidder _____

Address _____

Dated on _____ day of _____, _____ *[insert date of signing]*

Annexure- IV

PROFORMA FOR PERFORMANCE STATEMENT*



Proforma for Performance Statement (for a period of last 3 years)

RFQ No. _____ Date _____

Name of the Bidder _____

<u>Order placed by (full address of Purchaser)</u>	<u>Order No. and date</u>	<u>Description and quantity of ordered</u>	<u>Value of order</u>	<u>Date of completion of delivery</u>		<u>(Attach a Completion/Satisfactory certificate from the Purchaser/Consignee if available.)</u>
				As per contract	Actual	
1	2	3	4	5	6	8

Signature and seal of the Bidder

ANNEXURE - V

AFFIDAVIT

DECLARATION FOR NON-CONVICTION



I/ We _____ the Proprietor/ Authorized
Nominee of the Firm M/s. _____ hereby declare that,
our Firm/ Products have not been black listed/ suspended / not been declared sub
standard / spurious during the last three years.

That, I am / we are well acquainted with the facts about the firm / products / I may be
punished as per the law for any wrong information, misleading facts provided in this
regard.

Place :

Date :

Signature of the Bidder with Seal

NB: Declaration is to be uploaded in the form of Affidavit from the Notary Officer.

CHECK LIST TO BE SUBMITTED BY THE BIDDER



Sl.No	Description	Remark (Yes/No)	Page No.
1.	Bidder Information in details		
2.	Valid PAN card.		
3.	Valid Trade License of relevant field		
4.	GST Registration Certificate		
5.	Performance Statement Annexure IV		
6.	Letter of Quotation–Technical Part Annexure III		
7.	Annual turnover reports for last 3 years (2019-20, 2020-21, 2021-22)		
8.	Affidavit for non-conviction certificate as per Annexure-V		
9.	RFQ documents duly seal & signed		
10.	Check list duly signed		

The above details have been checked by me and found correct

Place:

Date:

Signature of the bidder

(Seal)