



H.P. Forest Department  
**INTEGRATED DEVELOPMENT PROJECT (IDP)**

For  
**Source Sustainability And Climate Resilient Rain-fed Agriculture**  
District Project Officer, IDP Una  
[email-dpoidpuna@gmail.com](mailto:email-dpoidpuna@gmail.com)



**REQUEST FOR QUOTATIONS FOR WORKS UNDER NATIONAL SHOPING PROCEDURE.**

No. \_\_\_\_\_

Dated \_\_\_\_\_

Government of India has received a credit from the International Bank for Reconstruction & Development (IBRD) and International Development Association (IDA) towards the cost of the Integrated Development Project (IDP) for source sustainability and climate resilient Rain-fed-Agriculture and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations are issued.

District Project Officer, Integrated Development Project Una invites quotations from the **Eligible Bidders and only enlisted contractor with IDP Project holding valid PAN, card, GST No.** on standard W-5 Proforma (Schedule of quantity) enclosed herewith, for execution of following works as tabulated below,

Job No.	Name of Work	Approximate Cost as per schedule rates of H.P. Ft. Deptt. and estimates	Period of Completion	Bid Security 2%
UNA -1/Plt./Enrich/ 2020-21	Raising of plantation under Enrichment scheme (400 plants per Hac.) UPF Baduhi in 10 Hac area n GP Baduhi under APO Thanakalan	141200	Within 60 days from award of work	2824
UNA -2/Plt./Enrich/ 2020-21	Raising of plantation under Enrichment scheme (400 plants per Hac.) in UPF Ambe-Da- Behra in 3 Hac area In GP Mohmaniyar under APO Thanakalan	58200		1164
UNA -3/Plt./Enrich/ 2020-21	Raising of plantation under Enrichment scheme (400 plants per Hac.) in UPF Jol in 10 Hac area under In GP Jol under APO Thanakalan	138500		2770
UNA -4/Plt./Enrich/ 2020-21	Raising of plantation under Enrichment scheme (400 plants per Hac.) in UPF Ambehra Dheeraj in 10 Hac area in GP Ambera Dheeraj under APO Thanakalan	161800		3236
UNA -5/Plt./Enrich/ 2020-21	Raising of plantation in UPF Sihana in 7 Hac area under Enrichment scheme (400 plants per Hac.) In GP Sihana under APO Thanakalan	134400		2688
UNA -6/Plt./Enrich/ 2020-21	Raising of plantation in UPF Samma in 4 Hac area under Enrichment scheme (400 plants per Hac). In GP Piploo under APO Thanakalan	79200		1584
UNA -7/Plt./Enrich/ 2020-21	Planting works under Enrichment (400 Plants per Ha.) Scheme in SL /Charagah (Lamba Cho) MADANPUR Area 13 Hac in G.P. Madanpur under APO Una	204600/-		4092
UNA -8/Plt./Enrich/ 2020-21	Planting works under Enrichment (400 Plants per Ha.) Scheme in SL /Charagah (Near Gau shala) BADSALA Area 3 Hac in G.P. Badsala under APO Una	42600/-		852/-
UNA -9/Plt./Enrich/2020-21	Planting works under Enrichment (400 Plants per Ha.) Scheme in SL Dhamandri (Tiboo wala Panga) Dhamandri Area 10 Hac in G.P. Dhamandri under APO Una.	138800/-		2776/-
UNA -10/ Plt./ Enrich/ 2020-21	Planting works under Enrichment (400 Plants per Ha.) Scheme in SL Dathwara-I (kangre wala cho) Dathwara Area 7 Hac in G.P. Dathwara under APO Una.	109900/-		2198/-
UNA 11/Plt./Enrich/ 2020-21	Planting works under Enrichment (400 Plants per Ha.) Scheme in SL Samoor Kalan (Buddi ki chhapri) Samoor Kalan Area 5 Hac in G.P. SamoorKalan unde APO Una	88400/-		1768/-
UNA 12/Plt./Enrich/ 2020-21	Planting work of Enrichment plantation (400 plants / ha.) Boungta C3&C4a P. area 15 ha in GP Boungta under APO Dehra	308400/-		6168
UNA 13/Plt./Enrich/ 2020-21	Planting work of Enrichment plantation (400 plants / ha.) Boungta C2 P. area 15 ha in GP Boungta under APO Dehra	302300/-		6046/-
UNA 14/Plt./Enrich/ 2020-21	Planting work of Enrichment plantation (400 plants / ha.) Boungta C4b & C5 P. area 15 ha in GP Boungta under PAO Dehra	302300/-		6046/-
UNA 15/Plt./Enrich/ 2020-21	Planting work of Enrichment plantation (400 plants / ha.) Garla P. area 15 ha in GP Bhatolifakoriyan under APO Dehra	287500/-		5750/-
UNA 16/Plt./Enrich/ 2020-21	Planting work of Enrichment plantation (400 plants / ha.) Ramiyala P. area 15 ha in GP Bhatolifakoriyan under APO Dehra	29800/-		5960/-



Job No.	Name of Work	Approximate Cost as per schedule rates of H.P. Ft. Deptt. and estimates	Period of Completion	Bid Security 2%
UNA 17/Plt./Enrich/ 2020-21	Planting work of Enrichment plantation (400 plants / ha. )Mehva P. area 15 ha in GP Mehva under APO Dehra.	281500/-		5630/-
UNA 18/Plt./Enrich/ 2020-21	Planting work of Enrichment plantation (400 plants / ha. )MehvaP. area 10 ha in GP Mehva under APO Dehra	203600/-		4072/-

The standard quotation/bid form W-5(Schedule of Quantity) alongwith instructions to bidders (Quotation Notice) can be obtained/ procured by the bidders for Rs. 100/-per job from the office of the concerned APO office & DPO Office on any working day during the office hours **w.e.f. 25-06-2020 to 09-07-2020 up to 11 a.m.**

The quotation on standard W-5 proforma(Schedule of Quantity)duly filled in, accompanied with self-attested copies of documents pertaining to the qualification / eligibility criteria of the bidder, as per the condition laid below.

**"3. Qualification of the Bidder"** of this quotation notice, should reach in the office of the undersigned on or before **09-07-2020 up to 12:00 Hours**, along with **required** earnest money / bid security by obtaining printed receipt or in the shape of draft/TDR/FDR pledged in favour of District Project Officer, Una, H.P. and making its entry on the envelope and in the relevant spaces provided for it in W-5 (**reference of draft/TDR/FDR, pledged in favour of District Project Officer, Una, H.P.**)

Quotations shall be opened on the same day at **12:30PM**, in presence of the interested bidders or their representative *who wish to be present*.

For more details, please contact the office of the **District Project Officer, Una, H.P.** on any working day between 10.00AM to 5.00PM up to **08-06-2020** or visit **official Website of the Project: [www.hpidp.org](http://www.hpidp.org)**

#### **Instructions to bidders**

**2. Scope of Works:** The scope of work is as per the schedule of quantity attached / supplied with the prescribed W-5, containing schedule of quantities. The details of works is tentative, which may vary depending on the geographical conditions/terrain of the area; and thus bidder(s) is (are) advised to visit the site of works, prior to bidding for said work at his own expense, for obtaining all relevant information that may be necessary for preparing the quotation.

2.1 The contractor will be required to have a safety, health and environmental representative for the work place or a section of the work place for the contract period.

**3. Qualification of the bidder :** The bidder shall provide qualification information *at the time of submission of quotation form on standard W-5(Schedule of quantity)*, which shall include :-

**3.1 Self attested Photo copy of his/her PAN card and GST**

**3.2 Self attested copy of the Bank Account details duly covered under RTGS/NEFT.**

**3.3 Self attested Photo copy of his/her registration certificate as contractor.**

#### **4. Bid Price:**

4.1 That, it is be assumed that the bidder(s)/contractor(s) has (have) visited the site of work prior to bidding for the above work and has obtain all the relevant factors in to account /consideration that may be necessary for preparing the quotation and therefore, he shall have no right to object the details of works, at a later stage.

4.2 That, Prices shall be quoted in Indian Rupees only.

4.3 That, bidder shall bid /quote for each item of work as described in the schedule of quantities and correction(s) made in the quoted rates in W-5, if any, shall be made by crossing out, duly attesting the cutting(s) and neatly re-write the same..

4.4 That, 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.

#### **5. Validity of Quotation:**

5.1 That, the quotation shall remain valid for 45 days for consideration by the Employer from the last date specified for submission of quotations /bids.

#### **6. Submission of Quotations :**

6.1 That, each bidder shall submit only one quotation on standard W-5 proforma, for each Work/Job.

**6.2 That, the bidder/contractor shall furnish complete address and all other information in the relevant space provided in W-5 and shall strike off whichever is not relevant.**

**6.3 That, the Quotations not received on given W-5 proforma, incomplete quotations, Conditional quotations, quotation received after the last date & time for submission of quotations and quotations received through Fax or E-mail shall not be entertained / considered.**

**6.4 That, those bidder(s) who submit their quotations by post or do not participate in the quotation opening process shall have to submit signed copy of quotation notice, appending his/her signature, in the given box in Quotation notice, in token of accepting / agreeing to the terms and conditions of the quotation notice and shall submit/attach the same with the W-5 standard quotation Proforma(Schedule of Quantity). Whereas, other bidders present in the quotation opening process shall sign the office copy of the quotation notice at the time of opening process.**

6.5 That, the bidder shall seal the quotation in an envelope addressed to the **DPO, IDP, Una H.P.** and the outside of the envelope will also bear the following identification on the top of the envelope:-

Quotation for \_\_\_\_\_ (Name of the Job/Contract/Work)  
Do not open before \_\_\_\_\_ (time and date of quotation opening).



6.6 That in case, the last day of tendering of quotations happens to be a holiday, the whole process will commence on the next working day with same time & schedule for which no separate notice or order shall be issued.

6.7 That, in case there is overlapping in schedule for submission of quotations on such deemed date assumed for submission of quotations "on next working day" due to postponement of the date of submission of quotations invited vide another notice issued separately, the revised time schedule for submission of quotations shall be notified to the bidders through the 'notice' pasted on the notice board of this office.

#### **7. Opening & Evaluation of Quotations:**

7.1 That, In case, the day of opening of quotation happens to be a holiday, the whole process will commence on the next working day with same time & schedule for which no separate notice or order shall be issued.

7.2 That, quotations will be opened in the presence of bidders or their representatives who wish/choose to attend on the date, time and at the place specified in the letter of invitation.

7.3 That, information relating to evaluation of quotations and recommendations for the award of contract shall not be disclosed to bidders or any other persons not officially concerned with the process until the award to the successful bidder is announced.

7.4 That, quotations with cutting/overwriting in quoted rates shall not be accepted. However, quotations with cutting/overwriting, duly attested by the bidder(s) before submission / tendering of quotation into tender box, shall be considered by the purchaser.

7.5 That submission of false information(s) and/or document(s) shall automatically lead to forfeiture of Bid security/earnest money/Performance Security to the Govt. and rejection of quotation or cancellation of contract at the cost of such bidder without prejudice to criminal proceedings against the bidder/contractor.

7.6 That, the Employer / purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which (a)-are duly signed; (b)-conform to other terms and conditions of the Quotation.

7.7 That, the Quotations would be evaluated for **all the items together**.

7.8 That, the Employer (Chairman/committee) will evaluate and compare the quotations determined to be substantially responsive keeping in view the criteria as specified in clause 4 & 5 above.

7.9 That, the quotation / bid security deposited by the unsuccessful bidders shall be returned / refunded to them after the evaluation of bids/quotation is over/complete.

#### **8. Award of Contract & Execution of Work:**

8.1 That, the evaluation of bids /quotations is over, the successful bidder(s) whose quotation(s) has (have) been determined to be substantially responsive and who has offered the lowest evaluated quoted price and meets the specified qualification criteria, shall be conveyed the acceptance of his/her bid by the employer.

8.2 That, in case of tie on quoted rates among Bidders, the work order shall be awarded to the bidder have sufficient/more experience of the similar nature of work.

8.3 That, the bidder whose bid is accepted will be notified the award of contract by the Employer prior to expiry of the quotation validity period.

8.4 That, The contractor shall have to start the awarded work within the 3 days of award of work to him and shall have to complete the same within the stipulated period, and in case, the work is not started within stipulated period, the award of work is liable to be cancelled and security may be forfeited.

8.5 That, the successful bidder(s) shall be notified of award of work shall have to deposit required balance performance Security @ 5% in the shape of draft/TDR/FDR pledged in favour of **District Project Officer Una** within **10 days** of the intimation regarding award of work to him/them.

8.6 That, the bid security of the successful bidder @ 2% is already with Employer, the same will be converted into performance security.

8.7 That, the successful bidder/contractor shall have to sign an agreement deed within **02 days** of the award of work and shall have to start the work within **3 days** of date of signing of agreement deed with the **District Project officer, Una H.P.** The contractor/ bidder shall have to complete the work within the specified/allowed period in writing & within agreed costs, and nothing extra shall be payable on account of escalation of cost in material, labour etc. in due course of time, which may be due to unforeseen reasons.

8.8 That, the Contractor / bidder shall have to execute and complete the work under the supervision and technical guidance of project staff of the concerned APO Unit under DPO Una at Una, H.P.

8.9 That, for ensuring quality and specifications, besides carrying out the regular inspections by the project officer/officials, it shall be the responsibility of the contractor to document the execution of works in the desired manner as provided in the schedule of quantity and also get the work inspected from competent authority of the project, by giving intimation in the writing to the concerned APO at least 3 days in advance, for carrying out the mandatory inspections, on achieving/during the following stages of execution of work as:-

**(i) Excavation of foundation (ii) super structure (iii) final work.**

8.10 That, in case mandatory inspection as laid down vide condition 8.9 above, has not been got conducted/done by the contractor from the APO's concerned or other authorized officials of the project, the contractor shall not be eligible to seek the payment of the work done.

8.11 That the Income Tax @1% shall be deducted on total amount of contract GST @2% will be deducted from the total Amt. of the contract/works if exceeds Rs. 2.50 Lacs. It is a Forestry Composite work and GST @ 12% will be allowed only.

8.12 That, under normal circumstance, no extension in working period will be granted and the decision of the Employer in this regard shall be final.

8.13 Since the work is of seasonal/time bond nature and If the contractor/bidder fails to complete the work within stipulated time and delays the execution / construction of work beyond stipulated period, a penalty / liquidated damages @0.05% per day, of the total bid/quoted amount, will be imposed for such delay and will be deducted



from the payment of the contractor. However, in case delay in completion of allotted work exceeds 30 days, Employer shall be authorized to penalize the contractor upto 10% of the total cost of the allotted work.

8.14 That, the employer shall be authorized to cancel the award of work and forfeit the performance security to the Govt. under following circumstances:-

- (i) That, the contractor fails to start the work within stipulated period.
- (ii) That, undue delay is being caused in execution of the awarded work due to slow pace of work.
- (iii) That, the contractor abandons the work at any stage of construction/work.

8.12 That, If the contractor delays the start of work beyond the stipulated period or abandons the work in between or project is convinced that due to undue slow pace of work, contractor will not be able to complete the work within a stipulated period, the project staff will take over the execution of this work and complete the remaining work at the risk and cost of the contractor.

8.16 That, no advance payment will be made to the bidder/contractor and payment shall be made only for the work executed of different stages by the contractor, as per the detail bill prepared after measurement of the work done by the authorized official of the project on spot and on fulfillment of all other terms and conditions of the quotation notice/award of work and its execution/completion to the satisfaction of the project,

8.17 The contractor/bidder shall bear /pay all the applicable taxes and other charges as applicable from time to time.

#### 9. Performance Security:

9.1 Within 10 days of receiving letter of acceptance, the successful bidder shall deposit the performance security (either a bank guarantee or a bank draft/FDR/TDR in favour of the Employer of the amount equivalent of 5 % of the contract price. The Performance Security shall be valid till the successful completion of awarded work / the period of maintenance, as the case may be.

#### 10. Miscellaneous:

10.1 The contractor /-bidder shall pay the minimum wages to the labourers and shall be bound to abide by/comply all other provisions of the present wages law and minimum wages Act and contract Labour Act as may be notified by the GOI/GOHP from time to time and all such act and rules which are applicable to the execution of the contract

10.2 Notwithstanding the above, the Employer 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 without assigning any reasons.

10.3 In case of any dispute, the Chief Project Director, IDP, Solan, HP will be the final authority to decide the matter and the decision will be binding on both the parties.

10.4 Contractor have to ensure social distancing through adequate distance between workers adequate gap between shifts, staggering the lunch breaks of labour etc.

10.5 Work should be carried out between 8 :00 AM to 5 :00 PM in the presence of staff of the Project

10.6 All legal disputes if any will be settled within the jurisdiction of Court(s) at Una H.P.

It is certified that I/we agree to the terms and conditions of the quotation and I/we fully understand that any violation of the terms and conditions by me/us shall render me/us liable for suitable action, against me/us as deemed fit by the purchaser.

Name(s):-

Signature(s)

You are, therefore, requested to offer your most competitive bid(s) for the above work, latest by (12:00 hours) on - 06-2020.

We look forward to receiving your quotations and thank you for your interest in the project.

(Employer)

Name: District Project Officer,  
Address: Integrated Development Project,  
Una .H.P

Endst.No./Quotation/Bid/ 107-117 / Dated, Una, the/ 25-06-2020

Copy forwarded to the:-

1. Addl. Pr. CCF-cum-Chief Project Director, IDP, Solan for favour of information and n/action please.
2. Chairman and members tender opening committee for favour of information and necessary action as per bid condition of the tender notice in true spirit and compliance
3. All APO's under DPO Una for favour of information & wide publicity in the concerned GP and for informing eligible bidders.
4. Office Supdt/ Accountant for information and necessary action.
5. Notice Board. DPO office & APO office.

District Project Officer,  
Integrated Development Project,  
Una H.P.