

H.P. FOREST DEPARTMENT
INTEGRATED DEVELOPMENT PROJECT, (IDP) FOR SOURCE SUSTAINABILITY AND CLIMATE
RESILIENT RAIN-FED-AGRICULTURE CHAMBA AT CHOWARI

REQUEST FOR QUOTATION (RFQ) FOR WORKS

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 Chamba at Chowari invites quotations from the **Eligible Bidders holding valid PANcard, 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
APO/Cha /Nry/Nu/Maint./ 2020-21	Maintenance of Nuhui Nursery in Gram Panchayat, Singi during the financial year 2020-21	325000/-	Up to 31.03.2021 from award of work	10000
APO/Cha /Nry/Uda/Maint./ 2020-21	Maintenance of Udaipur Nursery in Gram Panchayat, Udaipur during the financial year 2020-21	264400/-	Up to 31.03.2021 from award of work	10000

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. 300/-per Job from the office of the concerned DPO Office on any working day during the office hours w.e.f. 15.06.2020 to 3.07.2020 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.

Offers of this quotation notice, should reach in the office of the undersigned on or before **3.07.2020 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, Chamba, 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, Chamba, 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, IDP, Chamba, H.P. on any working day between 10.00AM to 5.00PM up to **2.07.2020** or visit official website of the Project: www.hpdp.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 climatic condition, geographical conditions/terrain of the area and other unforeseen factors; and thus bidder(s) is (are) advised to visit the site of works, prior to bidding for said work at his own expenses, for obtaining all relevant information that may be necessary for preparing the quotation.

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.**

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 DPO, IDP, Chamba 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, Chamba, 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 Technical Committee 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 Technical 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 whose offers are most advantageous and lowest and meets the specified qualification criteria, shall be conveyed the acceptance of his/her offer.

- 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 shall be notified of acceptance of the proposal / bid and shall have to sign an agreement deed and deposit the required performance Security@ 5% in the shape of draft/TDR/FDR pledged in favour of District Project Officer, IDP, Chamba within 7 days of the intimation regarding acceptance of the proposal / bid. Subsequently award of work shall be issued accordingly.
- 8.4 That, The contractor shall have to start the awarded work within a week 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 EMD deposited by the successful bidder with the office may also be adjusted into performance security.
- 8.6 That, 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.
- 8.7 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, IDP, Chamba, H.P.
- 8.8 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. |
|-----|--------------------------|------|-----------------|-------|-------------|
- 8.9 That, in case mandatory inspection as laid down vide condition 8.8 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.
- 8.10 That, the TDS of income tax/GST as applicable will be deducted from the total amount of the contract/works as per provision prevailed.
- 8.11 That, under normal circumstance, no extension in working period will be granted and the decision of the DPO, IDP, Chamba in this regard shall be final.
- 8.12 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, DPO, IDP, Chamba shall be authorized to penalize the contractor upto 10% of the total cost of the allotted work.
- 8.13 That, the DPO, IDP, Chamba 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. |
- 8.14 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.
- 8.15 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 detailed 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.
- 8.16 The contractor/bidder shall bear /pay all the applicable taxes and other charges as applicable from time to time.
9. **Miscellaneous:**
- 9.1 The contractor / bidder shall pay the minimum wages to the labourers and shall be bound to abide by/comply all other provisions of the labour laws and other law of land, applicable in this regard and as may be notified by the GOI/GOHP from time to time.
- 9.2 Notwithstanding the above, the DPO, IDP, Chamba 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.
- 9.3 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.

9.4 All legal disputes if any will be settled within the jurisdiction of Court(s) at Dalhousie/Chamba, 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 hour) on 3.07.2020. We look forward to receiving your quotations and thank you for your interest in the project.

(DPO, IDP, Chamba)

Name: District Project Officer,
Address: Integrated Development Project,
Chamba, H.P.
Telephone no: 01899-266424

Endst.No./Quotation/Bid/ 137-48/

Dated, Chamba, the/ 12/06/2020

Copy forwarded to the:-

1. Addl. Pr. CCF-cum-Chief Project Director, IDP, Solan for favour of information and n/action please.
2. APO Chamba & Chowari for favour of information & wide publicity in the concerned GP and for informing eligible bidders.
3. Office Accountant for information and necessary action. They are directed to upload the RFQ on the project website immediately.
4. Sh. Pradeep Singh S/o Sh. Dharam Singh, Vill. Panjoh, P.O. Kohlari, Teh. & Distt. Chamba, H.P.
5. Sh. Baljeet Singh S/o Sh. Partap Singh, Vill. Dentha, P.O. Samot, Teh. Sihunta, Distt. Chamba, H.P.
6. Sh. Hans Raj S/o Sh. Munshi Ram, Vill. Chamoh, P.O. OHra, Teh. Salooni, Distt. Chamba, H.P.
7. Sh. Raj Pal S/o Sh. Sagar Singh, Vill. Jatroon, P.O. Chowari, Teh. Bhattiyat, Distt. Chamba, H.P.
8. Sh. Narinder Singh S/o Late Sh. Tilak Singh, Vill. Garh, P.O. Chuhan, Teh. Bhattiyat, Distt. Chamba, H.P.
9. Sh. Surinder Singh S/o Sh. Hari Singh, VPO Chowari, Teh. Bhattiyat, Distt. Chamba, H.P.
10. Notice Board. DPO office & APO office.

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

Integrated Development Project, (IDP) for Maintenance of Nuhui G.P Singi, between July, 2020 to March, 2021 as per requirement under APO Chamba.

QUOTATION, FORM/SCHEDULE OF QUANTITY

Item No.	Description	Unit	(Qty.) Approx	Rate	Amount
1	Watering in nursery beds				
a)	Hand watering (Approx. 20 times)	Sqm	2000		
b)	Weeding / hoeing of nursery beds (Two Time)	Sqm	2000		
2	Preparation of cuttings				
a	15 cm to 22.5 cm	% nos.	1000		
3	Re-planting of cutting in failure beds including treatment of rooting hormones	% nos.	1000		
4	Singling of sprouts of cuttings	% nos.	1000		
5	Extraction of entire plants	% nos.	22000		
6	Packing and mossing of seeding	% nos.	1000		
7	Re-planting of cutting in failure nursery bags including treatment of rooting hormones	% nos.	4000		
8	Hand watering of Nursery bags per day for 20 days				
	5"X 9"sizes	% nos.	40000		
9	Weeding & hoeing of Plants in Nursery Bags				
	5"X 9"sizes	% nos.	40000		
10	Shifting of P/bags to avoid rooting i/c grading	% nos.	40000		

Signature of Bidder

Pan No/GST No. _____ (Attach self-attested photo copy)

*Bank Account No(covered under RTGS/NEFT facility) _____

Name of Bank / Branch _____

IFSC Code of Bank / Branch _____

*(Attach self attested photo copy of bank account no.)

Draft/TDR/FDR Nos. pledged in favour of U/S:

COMPLETE ADDRESS OF THE SHOP/ OFFICE /RESIDENCE OF THE Bidder(s)

<u>Correspondence Address:</u>	<u>Permanent Address:</u>
Name of the bidder: -	Name of the bidder: -
S/o Sh.	S/o Sh.
Village/Mohalla/Colony.....	Village/Mohalla/Colony.....
Post Office Tehsil	Post Office Tehsil
District..... State PIN.....	District..... State PIN.....
Email ID : Mobile :	Email ID: Mobile:.....
(ii) Land line with STD Code: Fax No:	(ii) Land line with STD Code: Fax No:

***Strike of whichever is not applicable.**

1. **Last date & time for submission of quotation:** 3.07.2020 up to 12:00hours

2. **Date and time for opening of quotation/evaluation of samples:** 3.07.2020 up to 12:30PM

SCHEDULE OF QUANTITY(W-5)-Job No-APO/CHA /NRY /UDI /MAINT./ 2020-21

Integrated Development Project, (IDP) for Maintenance of Udaipur G.P Udaipur between July, 2020 to March, 2021 as per requirement under APO Chamba.					
QUOTATION FORM/SCHEDULE OF QUANTITY					
Item No.	Description	Unit	(Qty.) Approx	Rate	Amount
1	Re-Sowing of seeds in Nursery Bags				
	5"X 9"sizes	% nos.	15000		
2	Hand watering of Nursery bags per day for 20 days				
	5"X 9"sizes	% nos.	150000		
3	Weeding & hoeing of Plants in Nursery Bags				
	5"X 9"sizes	% nos.	150000		
4	Singling of Plants in Nursery Bags				
	5"X 9"sizes	% nos.	15000		
5	Shifting of P/bags to avoid rooting i/c grading	% nos.	150000		
6	Pricking and setting of seedlings in P.Bags	% nos.	15000		

Signature of Bidder

Pan No/GST No. _____ (Attach self-attested photo copy)

*Bank Account No(covered under RTGS/NEFT facility) _____

Name of Bank / Branch _____

IFSC Code of Bank / Branch _____

*(Attach self attested photo copy of bank account no.)

Draft/TDR/FDR Nos. pledged in favour of U/S: _

COMPLETE ADDRESS OF THE SHOP/ OFFICE /RESIDENCE OF THE Bidder(s)	
<u>Correspondence Address:</u>	<u>Permanent Address:</u>
Name of the bidder: -	Name of the bidder: -
S/o Sh.	S/o Sh.
Village/Mohalla/Colony.....	Village/Mohalla/Colony.....
Post Office Tehsil	Post Office Tehsil
District..... State PIN.....	District..... State PIN.....
Email ID : Mobile :.....	Email ID: Mobile:.....
(ii) Land line with STD Code: Fax No:	(ii) Land line with STD Code: Fax No:

***Strike of whichever is not applicable.**

- Last date & time for submission of quotation:** 3.07.2020 up to 12:00hours
- Date and time for opening of quotation/evaluation of samples:** 3.07.2020 up to 12:30PM