



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

For

Source Sustainability And Climate Resilient Rain-fed Agriculture

District Project Officer, IDP Hamirpur

Mobile No 94182-11476 email-dpohmr17@gmail.com



SHORT TERM TENDER NOTICE

REQUEST FOR QUOTATIONS FOR WORKS UNDER NATIONAL SHOPPING PROCEDURE.

No 671

Dated 24/07/2020

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 Hamirpur has invited 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) for execution of works which were received on schedule date and time but due to some shortcoming i.e. rates quoted for the plantation works in some jobs are very much low as compared to schedule rates (Cost Norms) and tender have been cancelled and short terms re-invitation of quotations on standard W-5 Proforma (Schedule of quantity) is done hereby, 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 Completion	Bid Security 2%
BDR-7/Plt./2020-21	1 Plantation work in area DPF I Tethu c1 (Enrichment Plantation 400 Plants/Hac) = 15 Hac GP Jhajayani Cluster = II 2 Plantation work in area DPF V Satrukha c1a (Enrichment Plantation 400 Plants/Hac) = 10 Hac GP Barsar Cluster = II	627775	WITHIN 30 DAYS	12555

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. 24-07-2020 to 29-07-2020 up to 11:00 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 **30-07-2020 up to 11:30 PM**, 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, Hamirpur, 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, Hamirpur, H.P.)

Quotations shall be opened on the same day at **12:00 Noon**, 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, Hamirpur, H.P.** on any working day between 10.00 AM to 5.00 PM up to **29-07-2020** or visit **official Website of the Project: 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 Hamirpur (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.

6.8 Bidders will not get more than 4 W-V.

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 Hamirpur 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, Hamirpur 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 Hamirpur at Hamirpur, 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 Hamirpur H.P.

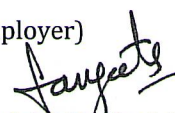
It is certified that I/we agree to the terms and conditions of the quotation and I/we fully understand that any violation of the terms and conditions by me/us shall render me/us liable for suitable action, against me/us as deemed fit by the purchaser.

Name(s):-

Signature(s)

You are, therefore, requested to offer your most competitive bid(s) for the above work, latest by **(11:30 hours)** on **30-07-2020**. 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,
Hamirpur (H.P)

Endst.No./Quotation/Bid/ 672-80 / Dated, Hamirpur, the/ 24/07/2020

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 Hamirpur 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,
Hamirpur H.P.