



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

For

Source Sustainability And Climate Resilient Rain-fed Agriculture

Tank Road, Solan-173212

Phone: 01792-225773, 292173), 01792-225773 (FAX), email- dpoidpsolan@gmail.com

**Subject : Tender for 1<sup>st</sup> Year Maintenance of Lantana/invasive alien species areas infested 75 to 100% under National Shopping Procedure.**

Government of India has received a credit from the International Development Association (IDA) towards the cost of the Integrated Development Project for Source Sustainability and Climate Resilient Rainfed Agriculture and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued. District Project Officer(Integrated Dev. Project) Solan invites quotations from the Eligible Bidders enlisted under "Integrated Development Project (IDP) Entitlement of Contractors Rules, 2020", holding valid PAN card, GST number 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	Bid Security (2%)
1- DMP/Lantana/M/2020-21	Ist Year Maintenance of Lantana /invasive alien species area UPF.-Bajthana =6.40 Ha, and UPF-Beeda ka Dul, 5 Ha (Total 11.40 Ha)	61133	1223
2- DMP/Lantana/M/2020-21	Ist Year Maintenance of Lantana /invasive alien species area (UPF.-386 Harth-24 Ha) in G.P. Chandi	128700	2574
3- DMP/Lantana/M/2020-21	Ist Year Maintenance of Lantana /invasive alien species area (Bhoritee Kanera and Bramana -14.60 ha) area	78293	1566
4- RMS/Lantana/M/2020-21	Ist Year Maintenance of Lantana /invasive alien Species area GCL Gadon and Dharmana=16 ha	85800	1716
5- RMS/Lantana/M/2020-21	Ist Year Maintenance of Lantana /invasive alien Species area GCL Jakhol 15 Ha	80438	1609
6- KGT/Lantana	Ist Year Maintenance of Lantana /invasive alien Species area (GCL Dangeel 10 Ha, and Karog 10 Ha (Total 20 Ha)	107250	2145
7- KGT/Lantana/M/2020-21	Ist Year Maintenance of Lantana /invasive alien Species area (GCL Tikri, Rehad, Sawagaon and Naugaon) = 14 ha	75075	1502

The standard quotation /bid form W-5 (Schedule of quantity) alongwith instructions to bidders (Quotations Notice) can be obtained / procured by the bidders for Rs. 100/- per job from the office of the DPO Office on any working day during the office hours w.e.f 13.11.2020 to 26.11.2020 upto 05 PM.

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

1. **Qualification of the Bidder** of this quotation notice, should reach in the office of the undersigned on or before 27/11/2020 up to 12.00 PM alongwith earnest money/ bid security in the shape of draft/TDR/FDR pledged in favour of District Project Officer, Solan, H.P. and making its entry on the envelop and in the relevant spaces provided for it in W-5 (reference of draft/TDR/FDR, pledged in favour of District Project Officer, Solan, H.P.)

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

For more details, please contact the office of the undersigned on any working day between 10.00AM to 5.00PM up to 26/11/2020. Or visit official website of the project: [www.hpdp.org](http://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 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 responsible for the safety, health and environmental aspects at work place or section of the work place for the contract period. He will be responsible for maintaining the Social distance between Labourers and provide them the required kit including Mask, Hand gloves etc. and will abide by the advisory being issued by the Govt. regarding Novel Corona Virus Disease (COVID-19)

**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 copy of his/her PAN card.

3.2 Self Attested copy of the Bank Account duly covered under RTGS/NEFT.

3.3 Self Attested of GST number in case of Class C contractor (however the class D contractor will submit (Self Attested of GST No .within four days after acceptance of his bid by the designated committee.

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.

4.5 That, all duties, taxes and other levies payable / applicable, if any included in the total price, shall be shown separately.

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 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). The bidders or their representatives who wish to present in the quotation opening process shall sign the office copy of the quotation notice at the time of opening quotations.

6.5 That, the bidder shall seal the quotation in an envelope addressed to the DPO(IDP) Solan, 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 of 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 choose to attend on the date and time and at the place specified in the letter of invitation. In case none of the bidders or their representatives present at the time of opening of quotations the committee will open the quotations at exact time fixed for the process

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 security/earnest money 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 bidder 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, work order shall be awarded to the bidder have sufficient / more experience of similar nature of work.
- 8.3 That, the bidder whose bid is accepted will be notified for the award of contract by the Employer prior to expiry of the quotation validity period.
- 8.4 That the successful bidder(s) / contractors shall have to sign an agreement within **4 days** of acceptance of his/her bid. The contractor / bidders shall have to complete the work within the specified / allowed period in writing and within agreed costs and nothing extra shall be payable on account of escalation of cost in material, labour etc. in the course of time, which may be due to unforeseen reasons.
- 8.5 That, the successful bidder(s) shall be notified of award of work shall have to deposit required performance security @5% in the shape of Draft/TDR/FDR pledged in favour of District Project Officer (IDP) Solan at the time of signing the agreement
- 8.6 That the bid security of the successful bidder @ 2% is already with employer, the same may be converted into performance security
- 8.7 That, The contractor shall have to start the awarded work within the **3 days\*** of award of work to him/them 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.
- 8.8 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. The work has to be completed within 30 days of award of work .
- 8.9 That, for insuring 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 or this office at least 3 days in advance, for carrying out the mandatory inspections, on achieving/during the different stages of execution of work.
- 8.10 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.
- 8.11 That the Income Tax / GST as applicable will be deducted from the total amount of the contract/ work.

- 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 seasonal/time bound nature and If the contractor fails to complete the work within stipulated time and delays the execution 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 penalized 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 abandon the work at any stage.
- 8.15 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:**  
i) Within 4 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 contractor 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 will pay the minimum wages to the labourers and shall be bound to abide by/comply all other provisions of the labour laws, applicable in this regard and as may be notified by the GOI/GHP from time to time.
- 10.2 The contractor/bidder shall give first preference to the local labour of the concerned G.Ps.
- 10.3 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.
- 10.4 In case of any dispute, the DPO Solan / Chief Project Director, Solan will be the final authority to decide the matter and the decision will be binding on both the parties.
- 10.5 All legal disputes if any, will be settled within the jurisdiction of Court(s) at Solan.

You are , therefore, requested to offer your most competitive bid(s) for the above work, latest by (12.00 PM) on 27/11/2020, We look forward to receiving your quotations and thank you for your interest in the project.


(Employer)

Name: Chander Shekhar Sharma  
District Project Officer,  
Integrated Development Project,  
Solan, Distt. Solan (H.P.)

Endst.No./Quotation/Bid/ 821-26 / Dated, the/ 12/11/2020

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 sprit and compliance.
3. All APOs under DPO IDP Solan for information and wide publicity in the concerned GP and for informing eligible bidders
4. Pradhan/Secretary of the GPs for favour of information & n/action. It is requested that the copy of this quotation notice may kindly be pasted in the notice boards of Gram Panchayat for the information of the local community.
5. All concerned contractors
6. Notice Board for vide publicity.

  
District Project Officer,  
Integrated Development Project,  
Solan, Distt. Solan (H.P.)