TENDER NOTICE

Sealed tenders are hereby invited from bonafied person/Organization/Nurseryman for production and maintenance of Bayleaf saplings inside the farm under Jalpaiguri Horticulture Research & Development Farm, Mohitnagar, Jalpaiguri. The Organization/Nurseryman/Person interested to participate in the tender process may contact directly in the office of the undersigned or may visit the website of the www.jalpaiguri.gov.in subject to the fulfillment of the terms and conditions of the Tender.

<table>
<thead>
<tr>
<th></th>
<th>Name of work</th>
<th></th>
<th>Production and maintenance (upto 20th March, 2021) of Bayleaf saplings inside the farm under Jalpaiguri Horticulture Research &amp; Development Farm, Mohitnagar, Jalpaiguri</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Nurseryman eligible to participate in the tender</td>
<td></td>
<td>Person/Organization/Nurseryman engaged in different farm related work.</td>
</tr>
<tr>
<td>3</td>
<td>Estimated value for the work</td>
<td>Rs. 156000/- (Rupees one lakh fifty six thousand only)</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Earnest Money</td>
<td>Rs. 4000/- (Rupees four thousand) only in the form of open Demand Draft/Deposit at Call Receipts drawn in favour of Deputy Director of Horticulture, Jalpaiguri from any Nationalized Bank</td>
<td></td>
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<tr>
<td>5</td>
<td>Security Deposit</td>
<td>10% of the value of “Work Order”</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Time of start of the Work</td>
<td>Within 7 days from the date of issue of Work Order.</td>
<td></td>
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<tr>
<td>7</td>
<td>Time of Completion of the work</td>
<td>20th March, 2021</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Last date and time of dropping tender</td>
<td>2.00 pm. of 31.08.2020</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Date and time of opening of sealed tender</td>
<td>3.00 pm. of 31.08.2020</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Place of dropping Tender</td>
<td>Tender Box kept in the Office of the Deputy Director of Horticulture, Jalpaiguri, Jalpaiguri Horticulture Research &amp; development Farm, Mohitnagar, Jalpaiguri</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Place and Date of receipt of tender.</td>
<td>District Horticulture Office, Jalpaiguri from 25.08.2020 to 26.08.2020 between 11.00 am to 4.00 pm. The same may be downloaded from the website <a href="http://www.jalpaiguri.gov.in">www.jalpaiguri.gov.in</a></td>
<td></td>
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</tbody>
</table>

Deputy Director of Horticulture, Jalpaiguri
Jalpaiguri Horticulture Res. & Dev. Farm
Mohitnagar, Jalpaiguri

Contd......
Terms and conditions:

1. Successful Tenderers shall have to execute an Agreement with the Office of the Deputy Director of Horticulture, Jalpaiguri on a Non-judicial Stamp Paper of Rs. 100/- (Rupees one hundred) only within the date specified in the letter of intimation. The cost of Non-judicial Stamp Paper of Rs. 100/- is to be borne by the willing tenderer.

2. The intending Tenderers shall have to furnish the copy of the documents related to PAN, Trade License, Labour License and other related documents.

3. The rate should be quoted on number basis and the rate for production and maintenance of Bayleaf saplings will not exceed Rs. 7.80/- per sapling with the total cost of Rs. 156000.00 only (Total quantity of saplings- 20000 nos.).

4. No tender will be accepted without Earnest Money.

5. Each page of Tender shall be signed by the Tenderer before submission of Tender Paper.

6. The kind of work must be written on the envelop.

7. Name & address of the tenderer and the item for which tender is to be deposited should be superscribed in block letters on the top of the envelop.

8. A Work order will be issued from the office of the undersigned and after accepting the same, the tenderer must start the work within stipulated time period as will be mentioned in the Work order, failing which his tender may be cancelled and earnest money will be forfeited. No hike of rates will be allowed later on.

9. The tenderers, which do not fulfill any of the above conditions or incomplete in any respect, are liable to be summarily rejected.

10. Only quality saplings and appropriate basal girth & branching with good physical growth & appearance will be considered for payment irrespective of the quantity of saplings raised. The unhealthy seedlings as well as saplings with inappropriate growth will be discarded during counting. The decision which will be made by this Office will be final, no consideration will be entertained during counting & finalization of the quantity of saplings eligible for payment. The counting of the saplings will be made during first fortnight of March, 2021 and accordingly payment will be made after that.

11. The authority reserves the right to reject or accept any or all tenders without assigning any reason whatsoever.

12. The authority is not bound to accept the lowest tender if found unsuitable. Acceptance / cancellation of the tender will depend solely on discretion of the authority.

13. If the successful tenderer denies to accept the offer letter, his Earnest Money will be forfeited. In case of failure to fulfill the above said work at any point of time, his offer letter will be cancelled and Security Deposit will be forfeited without assigning any reason thereof.

14. In case of successful tenderer, the Earnest Money will be released after successful completion of the work.

15. In case of successful tenderer, the Security Deposit will be released after final payment of the bill.

16. In the event of tender being submitted by a firm, it must be signed by each member thereof and in the event of absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so.

17. The tenderer shall have to submit the attested photocopy of all related documents along with the tender paper.

18. All papers shall be verified with the originals.

19. Tenderer should complete the work as per required specification.

20. No claim for any subsequent increase in market price of anything more than the rates offered / quoted by the tenderer shall be entertained.

21. The necessary tools for grafting, budding and layering will have to be managed by the successful tenderer. For preparation of platform to prepare saplings at higher elevation the necessary materials will have to bear by the successful Tenderer.
22. The inputs like polythene, polypackets, sutli, manures, Plant protection chemical, rooting hormones, irrigation water will be supplied by the Office of the undersigned. The successful tenderer will have to use their own cutting & budding knife, spade, khurpi, rake, sickle in any circumstances these implements will not be supplied by this office.

23. The mother block for collection of scion will be utilized carefully and in no cases the mother block will be damaged otherwise the penal action as decided by the office will be applied, no excuse in this matter will be entertained.

24. The place as decided by the office for raising of saplings will only be used by the successful Tenderer and any other place will not be used for the purpose prior approval of the Office. Every time before collection of scion the mother block will be selected in consultation of the Office as well as after detachment of saplings during placing of the poly packet duly planted with the saplings information will be shared with the Office for proper maintenance of the saplings with different varieties.

25. The intending tenderers may visit the mother block as well as propagation and sapling raising area and area operation before submission of tender. In this regard, on intimation the farm personnel will help during the visit of intending tenderer.

26. The rootstocks and scion materials will be available inside the Farm campus. All of the saplings will be raised in poly packets in suitable site.

27. Deputy Director of Horticulture, Jalpaiguri reserves the right to issue Tender Forms / Documents and accept or reject any tender thereof without assigning any reason whatever and not to be bound to accept the lowest Tenderer.

28. The schedule of work as mentioned in the annexure should be followed thoroughly & carefully by the successful tenderer otherwise the decision on deduction in final bill amount as decided by the authority will be treated as final. Any excuse/explanation in this matter will not be entertained by this office.

29. The work includes the related Farm operational work up to 20th March, 2021 & further work will not be continued.

30. The security of the saplings will be provided by the successful tender, in any cases the office will not be liable to any other damage to the saplings by any kind incidence.

31. The necessary inputs like manures, irrigation water, Plant Protection Chemical, micronutrientas, hormones, sprayer etc. will be supplied by this office as & when required after submission of timely requisition from the tenderer. Other farm implements required for time to time operation like, spade, khurpi, rake, sickle etc. will be supplied by the successful tenderer.

**Time Schedule:**

Propagation Work: During the month of September, 2020.

Detachment of the layered portion: When appropriate rooting will be observed

Maintenance: Up to 20th march, 2021

Periodical detachment of the unwanted shoot from the rootstock will have to be made by the tenderer.

**The Specification of the Saplings at the time of hand over to the office of the undersigned which will be considered for payment**

1. The Saplings should be of Good quality having a good physical appearance
2. The saplings should have appropriate branching and health condition with appropriate basal girth
3. The physical status of the saplings - Air layered saplings, height more than 45 cm
Two separate sealed envelopes addressed to the Deputy Director of Horticulture, Jalpaiguri one containing technical specification along with necessary documents and the other containing the commercial specification along with earnest money are required to be deposited superscribing the purpose clearly on the top of the sealed envelope(s). Both the sealed envelopes are required to be submitted inside one single envelop addressed to the Deputy Director of Horticulture, Jalpaiguri and superscribing the purpose clearly on the top of the envelop. Technical specification will be opened first followed by commercial specification. The participants who will not be able to satisfy the technical specification, his commercial bid will not be opened further.

Earnest money amounting to Rs. 9750/- (Rupees nine thousand seven hundred and fifty) only is to be deposited by open Bank Demand Draft/Deposit at Call Receipts drawn in favour of Deputy Director of Horticulture, Jalpaiguri payable at Jalpaiguri along with tender documents, without which the tender (commercial bid) will be treated as cancelled. Earnest money of the successful tenderer will be kept in the office and will be released after successful completion of the work.

Deputy Director of Horticulture, Jalpaiguri
Jalpaiguri Horticulture Res. & Dev. Farm
Mohitnagar, Jalpaiguri
To
The Deputy Director of Horticulture, Jalpaiguri
Jalpaiguri Horticulture Res. & Dev. Farm
Mohitnagar, Jalpaiguri

Commercial Specification of the Tender Notice No. ________________ date ________

Sir,

As per the above tender notice no. ________________ dated ____________ here I am submitting the rate for production of Bayleaf saplings.

I am also enclosing here with an Open Draft/DCR of Rs. ________________ in favour of the Deputy Director of Horticulture, Jalpaiguri as Earnest Money. (No. ___________ dated_____________ on _________________ Bank).

Rate offered (including maintenance up to 20\textsuperscript{th} March, 2021)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Crop</th>
<th>Propagation method</th>
<th>Total saplings to be produced</th>
<th>Rate of production including maintenance / saplings</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Bayleaf</td>
<td>Air Layering</td>
<td>20000 nos.</td>
<td></td>
</tr>
</tbody>
</table>

I/We, on behalf of the Organization / Farm / Nurseryman viz., ____________________________

hereby undertake to abide by the terms and conditions mentioned in the preceding paras. In case of default in complying with the terms and conditions my / our Organization / Farm / Nursery shall be liable to any penal action including forfeiture of security deposit / payment of liquidated damage as decision may be taken by the Deputy Director of Horticulture, Jalpaiguri.

Place:

Date:

Signature of Tenderer
With Office Seal
To
The Deputy Director of Horticulture, Jalpaiguri,
Mohitnagar, Jalpaiguri

Commercial Specification of the Tender Notice No. _______ date _______

DECLARATION

I/We have downloaded the tender form from the internet site www.jalpaiguri.gov.in and I/we have not tampered / modified the tender forms in any manner. In case, if the same is found to be tampered / modified, I / we understand that my / our tender will be summarily rejected and full earnest money deposit will be forfeited and I/we am/are liable to be banned from doing business with and/or prosecuted.

Place:
Date:

Signature of Tenderer with
Office Seal