

GOVERNMENT OF TELANGANA  
DEPARTMENT OF HORTICULTURE

REVISED  
TENDER DOCUMENT

FOR  
SUPPLY OF GROWING MEDIA, PROTRAYS, ETC.  
FOR AUTOMATED PLUG TYPE SEEDLING  
PRODUCTION UNIT  
AT CENTRE OF EXCELLENCE  
FOR VEGETABLES AND FLOWERS



COMMISSIONER OF HORTICULTURE  
TELANGANA, HYDERABAD-500001

**GOVERNMENT OF TELANGANA,  
DEPARTMENT OF HORTICULTURE,PUBLIC GARDENS  
NAMPALLY, HYDERABAD, TELANGANA**

TENDER Notice No

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DATE OF COMMENCEMENT OF : 06-12-2017 at 11:00 AM  
DOWN LOADING OF THE TENDER (submission of tender document shall be  
DOCUMENT AND SUBMISSION OF between 11am to 4 pm on working days)  
TENDERS

LAST DATE FOR RECEIPT : 22-12-2017 at 01.00 P.M.  
OF TENDERS at O/o Commissioner of Horticulture,  
Telangana state  
Public Gardens , Nampally, Hyderabad,  
Telangana -500001

TIME, DATE & PLACE OF : 22-12-2017 at 03.00 P.M.  
OPENING OF TECHNICAL TENDER **At O/o Commissioner of Horticulture,**  
Telangana state  
Public Gardens , Nampally,  
Hyderabad, Telangana -500001

ADDRESS FOR COMMUNICATION : **Commissioner of Horticulture,**  
Public Gardens , Nampally, Hyderabad,  
Telangana -500001  
**040-23232253**  
Email: [shmcell.tg@gmail.com](mailto:shmcell.tg@gmail.com)  
[coejdmsection@gmail.com](mailto:coejdmsection@gmail.com)

The tender document containing terms and conditions for the execution of this project along with specifications and EMD to be paid are appended.

## **PREAMBLE**

The Department of Horticulture is having a Center for Excellence for Vegetables and Flowers including Automated Plug type Seedling Production Unit at PipeLine Road, Jeedimetla, Medchal District, Telangana. This unit is aimed at supply of healthy seedlings of various vegetables, Research and Demonstration on cultivation of high value vegetables and flowers and providing training to extension personnel and farmers on cultivation.

This tender is for inviting suitable proposal along with all necessary details and an estimated cost for the supply of growing media, protrays, carton boxes etc.,

The interested specialized organizations/firms who are involved and having experience of supply of such inputs may participate with their best attractive proposals with us.

## **TERMS AND CONDITIONS**

- I) The location of the project to which inputs are being procured is at Centre of Excellence for Vegetables and Flowers, Pipeline Road, Jeedimetla, Medchal District, Telangana.
- II) The tenderer has to supply all the inputs quoted and deliver the items at the cost of tenderer.
- III) The tenderers are also required to furnish their experience certificate along with details of previous consignment.
- IV) Inputs should be supplied as per the standards & specifications mentioned in the Annexure-II (Financial bid Proforma). The requirements of the inputs/material may be increased or decreased as per need and the tenderer should supply as per indent placed from time to time.
  1. All tenderers must quote the rates item wise for the items intended to be supplied by them.
  2. All taxes and duties to be paid to the government needs to be included in the price quoted and percentage of taxes to be levied should be clearly indicated in the financial bid document.
- V) The tenders should be submitted within the specified time at the Office of Commissioner of Horticulture, Public Gardens, Nampally, Hyderabad , Telangana - 500001 along with **EMD** as specified here under against each item

Sl. No.	Work/Equipment	EMD Amount to be paid (IN RS.)
1	Supply of Growing media, protrays, carton boxes, etc.,	2.5 % of the total material cost quoted. (1% at the time of tender submission and 1.5 % at the time of entering the agreement.)

Tenderers must pay the EMD amount specified as above against the item in the form of Demand Draft drawn **in favour of Commissioner of Horticulture, Telangana State, Hyderabad payable at Hyderabad** on Canara Bank/ Andhra Bank/ /Any Nationalized Bank. TENDER documents without Earnest Money Deposit will be rejected.

- The tender document can be downloaded from shm.tg.nic.in website.
- The application processing fee of **Rs.5,000/- (Rupees Five Thousand Only)** through Demand Draft **in favor of Commissioner of Horticulture, Telangana state, Hyderabad** payable at Hyderabad, Canara Bank/ Andhra Bank / any Nationalized Bank which is Non refundable and should be enclosed at the time of submission of tender.

- VI) Rates to be quoted as per the standards & specifications mentioned in the Annexure-II (Financial bid Proforma) for each item of supply.
- VII) The materials to be supplied by the tenderer should be branded and meet the quality standards and as per the existing norms.
- VIII) The conditions prescribed in Annexure – III is part of tender document for all purposes.

### **TERMS OF PAYMENT**

Payment will be made on delivery of the material at site i.e Centre of Excellence for Vegetables and Flowers, Pipeline Road, Jeedimetla, Medchal District, Telangana, subject to verification of the standards & specifications of the item(s) as per the tender document, and as per the supply of material. Payment will be made as per the indent placed and supply made consignment wise.

### **ELIGIBILITY CRITERIA**

- (1) Experience of having supplied inputs (Annexure – II) for Centre of Excellence at Agricultural Universities/State Horticulture Department/ICAR Institutes/GHMC/HMDA /Private and other Organizations.
- (2) Certificate from the project client (COE) for award of contract and satisfactory completion of the consignment (in terms of value) in original for each item claimed to be submitted.
- (3) Should have minimum three years (3) of experience in similar type of work.

**Evaluation of Tender:**

- 1) The Competent Authority reserves the right to accept or reject any tender without any reason thereof.
- 2) Prices to be quoted on FOR basis including all taxes including GST/freight charges etc. in Indian rupees.
- 3) It is necessary to submit all the relevant documents like Pan Card, ISO Certification, GST/Sales Tax Registration, and Authorized dealer of a reputed company, Certificate of Incorporation / Firm Registration / Partnership Deed.
- 4) Tenderer should submit the copies of Purchase Orders in support of their genuineness in supplying of the goods in reputed Universities / Colleges / Departments/institutes/GHMC/HMDA/private organizations. The tenderer should submit users list for the last 3 years.

**DISQUALIFICATION:**

The authorities may, at its own sole discretion, at any time during the tender process, disqualify any interested party from the tender process if:

- (a) the tender is submitted after the dead line for submission.
- (b) the tender is submitted without enclosing application processing fee & EMD demand drafts.
- (c) the interested entity has made misleading or false representation in the forms, statements, attachments submitted in proof of eligibility.
- (d) the tender is not accompanied by required documentation.
- (e) the tenderer failed to provide clarifications related thereto, when sought.

**“DECLARATION OF THE TENDERER”**

- 1) That I/We am/are the authorized nominee (s) of the firm here by submit tender to Commissioner of Horticulture, Telangana, Hyderabad for Centre of Excellence for Vegetables and Flowers, Pipeline Road, Jeedimetla, Medchal District, Telangana. The copy of the authorization letter is attached herewith.
- 2) I am to state that the information provided in the tender form is true and correct
- 3) I/We may be punished as per law for any wrong information, misleading facts provided in the tender form besides rejection of my/our tender.
- 4) In case of any dispute, the Jurisdiction will be Hyderabad only.
- 5) I/We have carefully read all the general and specific terms and conditions of the tender and I solemnly declare that the same are acceptable to me/us and binding on me/us.

Place:

Signature of Tenderer:  
With seal & stamp :

Date:

Name of Tenderer :

Capacity in which document is signed :

Full address of the Tenderer :  
(Attach Identity card Xerox)

Land line Phone No. :

Mobile No.

Working mail id :

PAN /TAN /GST No: .....(copy to be enclosed).

**ANNEXURE – I**  
**TECHNICAL BID PROFORMA**

The tender shall accompany with the enclosures for components as per Proforma prescribed and is attached with the document and details is as under:

<b>S. No.</b>	<b>Intervention/Component</b>	<b>Annexure (With page nos.)</b>
1	Company Profile, along with details of MD / partners / owner , working mail id, mobile number and land line number.	
2	Past Experience of the firm with certificates/ work order/ completion certificate etc.	
3	No. of years of experience in the similar type of work.	
4	Financial Strength of the Firm	
5	Office address, fax and phone number details	
6	Sales Tax, Income Tax, GST, PAN,TAN registration	
7	Any others as specified in the general tender document	

*The Department of Horticulture, Public Gardens, Nampally, Hyderabad, Telangana reserves the right to verify the claims made by the tenderer and to carry out the capacity assessment of the tenderer and the Commissioner of Horticulture decision shall be final in this regard.*

## Annexure- II

## FINANCIAL BID PROFORMA

Sl. No.	ITEM NAME	UNIT RATE (IN RS.)	QUANTITY	QUOTED PRICE (IN RS.)
(1)	(2)	(3)	(4)	(5)
1.	<p><b>COCO PEAT: 5 Kg</b> Sterilized Block type 30 cmX30 cmX15 cm, moisture compression 5:1, Expansion 1:5,</p> <p>EC 0.5 dS/m, PH 6.0 to 7.0 moisture 15%, Appearance- Brownish should be dehydrated (to be supplied in a phased manner in 8 months duration) (Minimum 800 bricks each 5 kg per consignment)</p>		<p><b>30,000 Kgs</b> (should yield <b>150000 kg on wetting</b>)</p> <p><b>(6000 Sterilized Bricks of 5 Kg weight each)</b></p>	
2.	<p><b>VERMICULITE:</b> Hydrated Phlogopite Mica due to Exfoliation ,A sterile, porous and light weight material which absorbs water very fast &amp; retains moisture for longer duration. PH value approx 7.0, Golden Brown Colour, grading size 90% between 3 mm to 0.15mm, (to be supplied in a phased manner in 6 months duration) (Minimum 1000 kg per consignment)</p>		<b>3,000 kg</b>	
3.	<p><b>PERLITE: Expanded perlite</b> Coarse granules: White incolour, bulk density 80-110 kgs per cu.m, particle size 90% between 4.75 mm to 0.150 mm, hardness: MOHS5.5, PH neutral, free moisture 0.5% max</p>		<b>500 kg</b>	
4.	<p><b>Carton box</b> (Corrugated boxes) 5 ply (recycled) 500cm X 420cm X 240 mm (L XWXH) cardboard, with Ventilation of 2.5cm Dia round holes on sides – 28 Nos,with hand carrying holes on 2 sides . (to be supplied in a phased manner in 8 months duration) (Minimum 2000 nos.</p>		<b>18,000 Nos.</b>	



	per consignment) with CoE Branding in green colour as per the specifications.			
5	<b>Protrays HIPS (High Impact Polystyrene</b> : 533 mm X 330 mm , 104 Cavity (13X18nos) Cone Shaped Cavity size 30mm L X 30mm B X 55 mm depth 1.00mm Thickness		<b>20,000 Nos</b>	
6.	<b>Plastic seedling Tray</b> , 99 cells Square cone shaped (LXWXH), Tray size: 375 mm 460mm X60 mm: made by High impact polystyrene material		<b>6,000 Pcs.</b>	
7.	<b>Thermal Tray</b> , 198 cells Square cone shaped: Tray size: (LXWXH) 735 mm X460 mmX60mm depth made by high impact thermo Cole material and high pressure resistant.		<b>3,000 Pcs.</b>	
8	NPK 19:19:19 (water soluble) manufactured by ISO standard companies		300 Kgs	
9	NPK 16:08:24 (water soluble) manufactured by ISO standard companies		200 Kgs	
10	NPK 13:00:45 (water soluble) manufactured by ISO standard companies		300 Kgs	
11	Calcium Nitrate (water soluble) manufactured by ISO standard companies		500 Kgs	
12	12.61.0 (water soluble) manufactured by ISO standard companies		300 Kgs	
13	Humic Acid (water soluble) manufactured by ISO standard companies		200 Ltrs	
14	Agromin Max (water soluble)		200 Kgs	
15	Protrays Sterilization Material Silver Hydrogen Peroxide manufactured by ISO standard companies		200 Ltrs	

## Note :

1. Column no (3) and (5) of the above table should be filled by the tenderer by offering rates including all applicable taxes, loading, transport, unloading charges.
2. In Column no (3) the rate per unit means rate per packing size or by weight or marketable unit.

**Annexure– III**  
(General Conditions)

Submission of Tender and Deposit of Earnest Money

1. Quoted rate should be written legibly in ink or type written. No alterations should be made to any of the terms and conditions of the tenders by scoring out, altering or overwriting; similarly no alterations are permitted in the rates quoted by them. No alterations will be allowed after this office receives the tender. Ambiguity must be avoided in filling the tenders. However, any corrections etc., made will have to be duly attested with dated signatures and official seal. The tenders not complying with these conditions will be rejected summarily.
2. The tenders not conforming to the prescribed terms and conditions of the Department or conditional Tenders or Tenders which cannot adhere to the prescribed time schedule are liable for rejection.

**Validity of rates and other Conditions:**

1. Validity of rates and Tenders shall remain valid for a period of two years from the date of opening of the tender prescribed. In exceptional circumstances, the Department may solicit the tenderer's consent for an extension of the period of validity. The request and response shall be made in writing / cable / telex / fax / e-mail.
2. The Technical Bid (Annexure-I) and Financial Bid (Annexure-II) should be sealed individually in separate covers and both these covers should be kept in single cover.
3. The inner and outer envelope shall bear the following address:

**COMMISSIONER OF HORTICULTURE, Telangana State,  
PUBLIC GARDENS, NAMPALLY, HYDERABAD, TELANGANA -500001**

4. The inner envelopes should also contain the Name and Address of the bidder
5. Telex, cable, e-mail or facsimile tenders will be rejected.
6. Tender Documents must be received by the Department at the address specified not later than the time and date specified in the invitation (Notification) for tenders. In the event of the date specified being declared as a holiday for the Department, the tenders will be received up to the appointed time on the next working day.
7. The tenderer's representatives who are present shall sign in the register evidencing their attendance.
8. During evaluation of tenders subsequent to opening, the Department may at its discretion, to ask the tenderer for clarification of its tender. The request for clarification and the response shall be in writing and no change in the tender will be entertained.
9. The evaluation of the tender will take into account, the past experience in addition to the tender price. Such price should include all duties and taxes to be paid or payable on components of works.

10. The successful tenderer(s) will be intimated by letter (s) or other means of communication and the tenderer (s) so informed shall be bound from the time of transmission of such acceptance by the Department. Formal acceptance of the tender (s) will be forwarded to successful tenderer (s) in due course but it will serve merely as a confirmation of the initial information and shall not affect the time from which the offer is/are bound by the contract(s).
11. The successful tenderer should undergo agreement with the Commissioner of Horticulture, Telangana State, Hyderabad, on Rs 100/- non judiciary stamp paper within three (3) working days after intimation, with fulfillment of total 2.5% EMD on their quoted value.
11. The Department is not bound to accept the lowest tender. Any or all the quotations may be rejected without assigning any reasons. It reserves the right of acceptance in whole or part of the offer made. The decision of the Department of Horticulture in the matter shall be final and binding on the tender.
12. While making payments to the supplier 2% of the invoice amount shall be deducted as TDS and shall be remitted to Income tax department.

### **TENDER EVALUATION**

#### **Tender Evaluation:**

The unit cost of the items quoted by the tenderer would be considered for financial tender evaluation.

#### **Committee:**

- a. The committee shall do the above evaluation based on the quoted prices. The committee shall determine the approach and methodologies for the issues, which may arise during the above referred evaluation process and their decision is final. The decision of the committee to reject or accept shall be final and binding on all the tenderers.
- b. The successful tenderer shall be responsible for the supply of their respective quoted items.

#### **Other contractual obligations**

1. The contract shall not be deferred / modified except by written consent by both the Department and the tenderer.
2. The tenderer shall not sub-let or delegate this contract in full or part thereof without the written consent of the Department.

#### **Consequence of non-supply and damages**

1. All risks of loss, damage or depreciation to material shall be upon the supplier until the material is delivered at the addresses specified and in accordance with the provision of the contract. Till the material is received at the respective destination indicated by the Horticulture Department, the property continues to be at the risk of the tenderer. The mere fact that the material is delivered to transporter is no defense to the tenderer and the tenderer will be squarely held responsible for any delayed receipt of the material by the Department or for loss or damage of any kind to the material in transit.

2. Assuming that the tenderer fails to deliver any or all the material covered by the contract, the Horticulture Department, Govt. of Telangana, reserves the right in addition to other legal remedies, to cancel the contract in full or any portion thereof and hold the tenderer liable for all damages sustained by the Department by virtue of the tenderer failing to perform the contract and consequent cancellation of the contract.
3. The time allowed for delivery of goods shall be deemed to be the essence of the contract. The Department also reserves the right to cancel the purchase order in case supplies are delayed beyond the scheduled date of delivery and to make such arrangements as it may think fit for the completion of supplies on account and at the risk of the suppliers (s). The additional expenses thus incurred together with the consequential losses and also the liquidated damages shall be recovered from the supplier out of his / their security deposit / earnest money deposit and any other amount due to him / them. The balance still, if any, payable by the supplier shall be paid by him/them within 7 days of notice by the Department of Horticulture, Govt. of Telangana.

#### **FORFEITURE/REFUND OF THE EARNEST MONEY DEPOSIT (EMD)**

1. Earnest Money of the unsuccessful tenderer (s) shall be refunded within three months from the date of decision regarding the tenders. No interest is payable by the Department on such deposit.
2. On due performance and satisfactory completion of the order in all respects during the contract periods, the Earnest Money Deposit(Security Deposit) will be refunded to the Contractor(s) on request without interest.

#### **SETTLEMENT OF DISPUTES**

1. Any difference or dispute arising out of or in connection with this tender or acceptance thereof or the contract that may be entered in consequence thereof, shall be decided by arbitration. The Chairman of the committee for purchase of the inputs, Commissioner of Horticulture, Govt. of Telangana, or his nominee shall be the sole arbitrator and the arbitrator's decision shall be final and binding on the parties. The tenderer (s) will have no objection to such appointment on any ground whatsoever including that such nominee, in his official capacity dealt with this matter at any stage.
2. The parties hereby agree that in the event of any dispute no cause of action shall arise in their favor to approach any court unless they have restored to and exhausted the remedy of arbitration as envisaged above.
3. The parties also do hereby agree that the contract envisaged by these terms and conditions shall be deemed to have been entered into at Horticulture Department, Govt. of Telangana and the courts at Hyderabad alone will have jurisdiction to try and legal proceedings which may arise out of this contract. Neither party shall file any proceedings in any other Court.
4. Failure to implement the above terms and conditions by the contractor, action will be initiated as per the provisions mentioned in the AP Financial code and Public works code besides keeping the contractor under black list.

5. Successful tenderer should supply the indented items within 10 days from the date of receipt of indent. If supplies get delayed by 15 days against the above stipulated clause, 10% of the order value shall be levied as penalty each consignment.
  
6. If supplies are found of substandard / poor quality entire consignment shall be returned to the supplier and supplier is responsible for lifting of such rejected material from project site. Further the firm will be levied with 10 % penalty of the order value for each consignment.

**TENDER FORM**  
(Should be included in Financial bid only)

From : To  
The  
Commissioner of Horticulture, Telangana State  
Public Gardens, Nampally  
Hyderabad, TELANGANA 500001.

Ref: 1. Your TENDER Notice No: \_\_\_\_\_ Dated:- 12-2017

2. EMD – D.D. No. ....Dated.....for Rs.....

I/We have read the contents of the terms and conditions mentioned in your tender schedule and its enclosures and agree to abide by the same.

I/We hereby offer for Supply of Sterilized Growing Media and other material for Center of Excellence For Vegetable and Flowers at Pipeline Road, Jeedimetla, Medchal District, Telangana ,prescribed in the schedule (or such portion thereof as you may specify on the acceptance of tender) at the price given below.

I/We agree to hold this offer open for a period of Two years from the date of acceptance of TENDER and shall be bound by communication of acceptance dispatched within a period of 15 days from the date of accepting the tender of the tenderer.

I/We have also examined the requisite specifications of the material to be supplied and my / our offer is to supply the required material in accordance with the requisite specifications whenever required.

I/We have carefully considered all terms and conditions in Annexure I, II and III and particulars regarding settlement of disputes and we have signed the same in token of consciously accepting the same and do hereby state that we accept them without any reservations and accordingly I/We quote the rates inclusive of all taxes, duties, transportation, insurance etc., as below.

Name of the item Unit Price (As per financial bid)

The articles will be ready for delivery within 15.days from the date of receipt of firm orders.

Yours faithfully,

(Signature and stamp of the tenderer)  
State legal status, whether Prop./  
Partner / Registered firm / Company etc.)

Encl: Samples enclosed

EMD-DD No.....dated.....for Rs.....