



**OFFICE OF THE DIVISIONAL FOREST OFFICER
BOUDH FOREST DIVISION, BOUDH**

Phone/ Fax No. 06841- 222073 e-mail - boudhdfo@gmail.com


Notification No. 3504 /1F- Dated, 15th June - 2023

SHORT TENDER NOTICE

FOR PROCUREMENT OF PLANTING MATERIALS DURING 2023-24

Sealed Tender are invited from intending Manufacturer / Supply Firm / Reseller / VSS / Co-operative Society / having valid Supply License and Registration from the competent authority for Trade and supply of planting materials and all pre-requisite as specified in the Tender document used in the plantation and having experience of supply, GSTIN and PAN for supply of different planting materials to be procured by Boudh Forest Division during the planting season 2023-2024.. The prescribed tender papers along with terms and conditions can be obtained from the Office of the undersigned on payment of Rs.1000/- (Rupees One Thousand) Only which amount is nonrefundable. The tenderers who are not able to collect the tender papers and terms and conditions from the Division Office, they may download the same from District website or PCCF, Odisha website www.boudh.nic.in / www.odishaforest.in and can submit the same in the Division Office on or before the schedule date along with Bank draft/ pay order of Rs.1000/- as the cost of the such tender paper. The Final selection of the bidder shall be done based on the quality and cost of the materials. The undersigned reserves the rights to reject any or all tender without assigning any reason thereof.

Mode of Submission of Tender	Tender Should be submitted through Regd. Post/ Speed Post/ Courier Service/ by Person.
Date of closing of issue of Tender Paper	03.07.2023 up to 05:00 P.M.
Date of closing of receipt of Tender Paper (through Regd. Post/ Speed Post/ Courier Service/by Person)	04.07.2023 up to 01:00 P.M.
Date of Opening of Tender	04.07.2023 at 04:00 P.M.


Divisional Forest Officer,
Boudh Forest Division



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BOUDH FOREST DIVISION, BOUDH**

Phone/ Fax No. 06841- 222073 e-mail - boudhdfo@gmail.com
Notification No. 3504/1F- Dated, 15th June - 2023

NOTICE INVITING TENDER FOR PROCUREMENT OF PLANTING MATERIALS

Sealed Tender are invited from intending Manufacturer / Supply Firm / Reseller / VSS / Co-operative Society / having valid Supply License and Registration from the competent authority for Trade and supply of planting materials and all pre-requisite as specified in the Tender document used in the plantation and having experience of supply, GSTIN and PAN for supply of different planting materials to be procured by Boudh Forest Division during the planting season 2023-2024. The process of tender is open from the date of publication of the Tender in the District Web site and will last up to **03.07.2023 till 05:00 PM.**

The prescribed tender papers along with terms and conditions can be obtained from the Office of the undersigned on payment of Rs.1000/- (Rupees One Thousand) Only which amount is nonrefundable. The tenderers who are not able to collect the tender papers and terms and conditions from the Division Office, they may download the same from District website or PCCF, Odisha website www.boudh.nic.in / www.odishaforest.in and can submit the same in the Division Office on or before the schedule date along with Bank draft/ pay order of Rs.1000/- as the cost of the such tender paper.

The Tender will be received through offline in the Drop Box placed in the office of the undersigned / Registered Post / Speed Post only till **01:00 PM of 04.07.2023** and will be opened by the Tender committee of the Office of the Divisional Forest Officer, Boudh Forest Division on **04.07.2023 at 04:00 PM in presence of the tenderer who wish to participate.** If two or more valid Tenderers are in equal quoted rate for same quality materials, then transparent lottery will be held on the same day in the office of the Divisional Forest Officer, Boudh Forest Division in presence of the Tenderer or their authorized agents.

Signature of the Bidder


15/06/2023
Divisional Forest Officer,
Boudh Forest Division

**PRE-REQUISITE FOR PARTICIPATING IN TENDER
FOR SUPPLY OF PLANTING MATERIALS**

01. Manufacturing / supply License from Director of Agriculture, Odisha for at least three years back in case of Individual Firm / Manufacturer / Supplier.
02. Marketing License from Director of Agriculture, Odisha for at least two years back in case of Individual Firm / Manufacturer / Supplier.
03. One year old EPM / DGS and D rate contract Certificate in case of Individual Firm/Manufacturer / Supplier.
04. At least two testing report from OUAT of Govt of Odisha testing laboratory in case of Individual Firm/ Manufacturer/ Supplier.
05. ISO Certificate in case of Individual Firm/ Manufacturer/ Supplier.
06. Consent order from Pollution control Board, Odisha in case of Individual Firm/Manufacturer/ Supplier.
07. Production Certificate from DIC, Odisha in case of Individual Firm/ Manufacturer/Supplier.
08. Latest GST clearance document in case of Individual Firm/ Manufacturer/ Supplier.
09. License/ permission from Directorate of Factories/ Boilers, Odisha to run the Factory in case of Individual Firm/ Manufacturer/ Supplier.
10. The Industry/ Production Unit must have registered with Central Inspection Co-ordination Group (CICG) Frame Work.
11. TIN Registration with valid manufacturer relating Organic Fertilizer
12. 100 % organic certification from any reputed organization in case of Individual Firm/ Manufacturer/ Supplier.
13. Must have past experience in supplying different planting materials to different Forest Divisions/ Agriculture Offices other Agricultural sector.
14. Co-operative Societies involved in supply must have experience in supplying planting materials and legal sources of procurement from the Parties having Valid License/ GSTIN Registration and clearance for last three years / Income Tax Clearance for last three years.

List of Planting materials to be procured.

1. Bio-Fertilizer
2. Vermicompost
3. NPK, NPK Base Bio-fertilizer
4. Urea
5. Pesticides, Like Thimet, Chlorpyrifos dust / Liquid etc.

Signature of the Bidder


Divisional Forest Officer,
Boudh Forest Division

Terms and Conditions: -

01. Offering of best price by firms / suppliers / supply house / manufacturers should be submitted in the Prescribed Form provided in the Tender documents.
02. Sample of the Product should be deposited in the Range Offices with proper acknowledgement. The sample should be completely one Unit as to be supplied i.e., if the Packet of 50 KG is to be supplied a complete 50 KG sample of one Unit to be deposited. Sample in small quantity in poly pack or other pack will not be entertained.
03. The selected tenderer should supply the planting materials in good condition before **10.07.2023**. from the date of placing order.
04. Delivery of the materials should be made in Range headquarters of this Division.
05. Damaged, expired materials should be replaced by the tenderer at their own cost.
06. All materials should be supplied as per the sample given and selection thereof, failing which the supply orders will be cancelled automatically.
07. The rate of materials should be quoted including all taxes.
08. Copy of GST clearance and Income Tax should be accompanied along with the tender.
09. Payment will be made through RTGS / MGNREGS Soft after receipt of all the materials ordered with checking of quality and quantity of the materials.
10. The tenderer should clearly mention the Bank A/c Number, Bank Address and IFSC Code in which the payment will be made.
11. A Firm is allowed to bid for more than one product, if is dealing with the same.
12. The Tender Documents incomplete in any aspect is liable for rejection.
13. The Tenders received after the scheduled date and time is also liable for rejection.
14. The Price quoted is inclusive of all taxes with site delivery at different Ranges of Boudh Forest Division including transportation.
15. The rate of successful bidder may be valid till next tender.
16. The undersigned reserve the right to reject / cancel any or all the tenders without assigning any reasons thereof and terminate the order in case of changes in the Government procedure of policy of instruction / direction and exigencies.
17. The payment will be made through FTO in PFMS / IFMS Module or through NEFT / RTGS after receipt of delivery challan and verification physical quantity and quality of the article by the competent authority.
18. The undersigned reserve the right to accept or reject the tender without assigning any reason thereof.
19. The Tender will be finalized by the Tender Committee of the Division taking into consideration the price quoted and quality of the Product and due comparison in the GeM Portal of Government of India, if ever available. Mere quoting the lowest price for the product does not entitle a bidder for selection compromising the quality as decided by the Tender committee.
20. The decision of the Tender committee will be final and binding in any stage of the Tender Process

Signature of the Bidder


15/06/2023
Divisional Forest Officer,
Boudh Forest Division

LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH THE TENDER PAPERS

1. Detailed address of the Re-seller / Firm / Traders with Mobile No for contact.
2. Certificate of Registration with the competent authority to carry out the business of item for which Tender is call for along with Certification of Provisional Registration from GST REG-25.
3. Valid Account Number with details of Bank of the Firm / Trader.
4. GST Clearance Certificate of the Firm / Trader upto Last Quarters / Year.
5. Income Tax Return of Last three years of the Firm / Individuals
6. Undertaking regarding supply of the article for which selected on or before 10.07.2023 positively, failing which the bid will be cancelled automatically.

How to submit Tender Documents

1. The prescribed tender papers along with terms and conditions can be obtained from the Office of the undersigned on payment of Rs.1000/- (Rupees One Thousand) Only which amount is nonrefundable.
2. In case the Tender document downloaded from District website or PCCF, Odisha website www.boudh.nic.in / www.odishaforest.in and can submit the same in the Division Office on or before the schedule date along with Bank draft/ pay order of Rs.1000/- as the cost of the such tender paper.
3. Submit the Annexure-I (Technical Bid) and Annexure-II (Financial Bid duly filled in and signed along with all other pre-requisite as specified in the Tender Document may be submitted in the Drop Box placed in the office of the undersigned for the purpose on or before **04.07.2023 upto 01:00 PM.**
4. Deposit the Sample of the product as specified in the Tender Notice in the Division Office, Boudh on or before **04.07.2023** with proper acknowledgement.

Signature of the Bidder


Divisional Forest Officer,
Boudh Forest Division

TECHNICAL BID

01	Name of the Tenderer (Individual / Firm / Dealer / Suppliers / Trader / VSS)	
02	Name of the Owner / Lease / Sister Concern	
03	Name of the authorized representative	
04	Present address for communication	
05	Contact Mobile No	
06	E-Mail ID	
07	Aadhar Card No. (A copy to be submitted)	
08	PAN Card No. (A copy to be submitted)	
09	Trade License for carrying out the trade of the article to be supplied from the competent authority with GST Registration No. (A copy to be submitted)	
10	Whether Income Tax Return filed for last three years, if yes please attached the document	

DECLARATION

I declare that the particulars furnished above are true to the best of my knowledge and I shall accept all the terms and conditions of this tender without any objections. I have also submitted all the required documents as asked for in the tender process.

Place: -

Date: -

Full Signature of the Tenderer

Signature of the Bidder


15/06/2023
Divisional Forest Officer,
Boudh Forest Division

**(FINANCIAL BID)
FOR SUPPLY OF PLANTING MATERIALS OF TO BOUDH FOREST DIVISION
DURING THE YEAR 2023-2024**

Sl. No.	Name of the Planting Material	Technical Specification	Rate quoted by the Firm inclusive of all taxes and transportation to point (in Rs)
01			
02			
03			
04			
05			
06			
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21			
22			

Full Signature of the Tenderer

Place: -

Date: -

Signature of the Bidder


15/08/2022
Divisional Forest Officer,
Boudh Forest Division

ANNEXURE - III

UNDERTAKING

I , S/o /D/o /W/o , At
..... PO/PS Dist..... do hereby
undertake that I have read all the terms and conditions of the Tender Paper and agrees
to it and submitted the tender for supply of planting materials to Boudh Forest Division
for the financial Year 2023-24. Further, I undertake that, I do not have any criminal
proceedings pending against me and I never defaulted in supply of planting materials /
items of any other works in previous occasion.

I/ We also note that, non-sub mission of this certificate will render my/ our tender
liable for rejection.

Place: -

Date: -

Proprietor/ Vendor/ Supplier

Signature with seal of the

Signature of the Bidder


15/06/2023
Divisional Forest Officer,
Boudh Forest Division