

**GOVERNMENT OF KARNATAKA  
(Department of Agriculture)**

No. MNR//STN/ 2009-10

Commissionerate of Agriculture  
Seshadri Road, Bangalore  
Dated : 20/6/2009

**SHORT TERM TENDER NOTIFICATION**

**Sub: Short term tender for Supply of Gypsum -reg.  
\*\*\*\*\***

Sealed tenders with separate technical and commercial bids are invited for from the manufacturers/producers for Gypsum which are required for Departmental programmes as mentioned in the Annexure III of the tender document for the year 2009-10. These items are required for supply under different schemes of the Department. An amount of approximately Rs.610.00 lakhs is earmarked for the year 2009-10 under various schemes.

The blank set of tender documents may be obtained by the interested manufacturers only from the office of the Deputy Director of Agriculture (Fertilizers & Manures), Seshadri Road, Bangalore-560 001 by paying a sum of Rs. 200/- in the form of cash/DD drawn in favour of Director of Agriculture, Bangalore-560 001. If the blank set of tender document is to be sent by RPAD, an additional postal charge of Rs. 35/- along with tender form fee of Rs.200/- to be sent in the form of DD only drawn in favour of Director of Agriculture, Bangalore.

**Earnest Money Deposit (EMD):**

Earnest money deposit amount is Rs.50,000/-. This EMD form should be enclosed in the form of **Bank Guarantee with validity for 20 months from Scheduled Nationalised Banks** only in favour of Director of Agriculture and it should be **enclosed to the Technical bid of the tender document.**

The tender documents will be issued on all working days from 10.00 A.M. to 5.00 P.M. between **22-06-2009 and 27-06-2009**. The last date for submission of duly filled sealed tender bids at the office of the Director of Agriculture, Seshadri Road, Bangalore-560 001 is **27-06-2009 upto 5.30 P.M.**

The Tender Scrutinizing Committee will open the Technical bid / Commercial bid on **29-06-2009 at 11.00 A.M.** in the Conference Hall of the Commissionerate of Agriculture, Seshadri Road, Bangalore – 560 001.

**Sd/-  
Director of Agriculture**

**GOVERNMENT OF KARNATAKA**  
**Department of Agriculture**

No: MNR/STN/2009-10

Commissionerate of Agriculture,  
Seshadri Road, Bangalore-1,  
Dated :20/6/2009

**SHORT TERM TENDER DOCUMENT**

**Sub:** Short term tender for Supply of Gypsum-reg.  
**Ref:** Tender Notification of even No. Dated:

**PREAMBLE:**

The Karnataka State Department of Agriculture has invited tenders vide reference cited above, to source Gypsum.

The Tender under reference is governed by the following approved Terms and Conditions set out under different heads as under::

**I. PROCEDURE FOR SUBMISSION OF TENDER:**

1. The tender shall be submitted in two parts namely:

**a.Technical bid:** The Technical bid shall be submitted for each product separately as per Annexure-I. This contains details of organisation, production/product profile etc.

**b.Commercial Bid:** The commercial bid contains the details as indicated in Annexure- II. The tenderer shall quote the **product-wise supply rate against specifications in Rupees.Commercial bid shall be submitted for each product separately.**

2. The Tenderer shall submit Technical bid and Commercial bid separately duly super scribing on the envelope name and address of the tenderer. The envelope should be sealed and addressed to the "**Director of Agriculture**" and the sealed and completed tenders shall be dropped separately in the tender boxes kept at the office of the Deputy Director of Agriculture (Fertilizers & Manures), Seshadri Road, Bangalore-560 001 specifically for this purpose.

3. The last date for submission of sealed tenders is **27-06-2009 up to 5.30 P.M.** The opening of Technical bid and Commercial bid will be done at **11.00 A.M on 29-06-2009** in the Conference Hall of the Commissionerate of Agriculture, Seshadri Road, Bangalore-560 001.

4. a) The tenders shall be signed only by Proprietor if it is a Proprietary concerned in support of which affidavit of ownership, a copy of the certificate of Registration has to be submitted to know the person authorized to sign the document.

b) If it is a Partnership, one of the Partners or a person authorised by the partners shall sign the tender. Copy of the Partnership Deed shall be submitted to know the person authorized to sign the document.

c) If it is Public or Private limited company, the Chief Executive of the company or a person authorized in support of which necessary authorization letter with seal and signature shall be submitted

**5. Earnest Money Deposit (EMD):**

**Earnest money deposit is Rs.50,000/-.** This EMD should be submitted in the form of Bank Guarantee with validity period for 20 months from scheduled nationalized Banks only in favour of Director of Agriculture, Bangalore and it should be enclosed to the Technical bid of the tender document.

**6.** In respect of successful tenderer whose supplies are as per the accepted conditions, the Bank Guarantee will be refunded after the validity period of the tender. The Bank Guarantee is refundable in respect of unsuccessful tenderer immediately.

**7. Validity of Tender:** The rates quoted or tendered would be valid up to **30<sup>th</sup> September 2010** or for extended period as sought by the Department.

**8.** The Department will not entertain any price revision during the validity period of tender or extended period thereof.

**9.** If any information provided by the tenderer **in both Technical and Commercial bids are found to be factually false or misleading, such tenders will be summarily rejected at any time during the validity of the tender and liable for penalties as applicable.**

**10.** If any companies are black listed by any State Government or agency, such tenderers are liable for rejection at any time during the validity of the tender and supplies terminated.

**11.** The tenders are liable for rejection due to the following reasons

- i. Incomplete/non-submission of any of the documents sought for
- ii. For any disqualification made by the Department.
- iii. Default in the previous transaction.
- iv. Incomplete technical and commercial bid documents.

**12.** No document will be accepted after opening of the tender.

**II. OPENING OF TENDERS & TENDERS SCRUTINY:**

**13.** The opening of Technical bids will be done in the presence of the tenderers or their authorized representatives and the Tender Scrutinising Committee will conduct preliminary scrutiny.

**14.** The Commercial Bids in respect of those tenderers whose technical bids are qualified will be opened in the presence of the tenderers by the Tender Scrutinising Committee appointed by the Tender Accepting Authority.

**III. PRODUCTS SPECIFICATIONS:**

**15.** Gypsum supplied shall be in conformity with the standards / specification indicated in Annexure-III of the tender document.

16. The suppliers shall print / affix a permanent sticker on the container stating that "**ONLY FOR DEPARTMENT PROGRAMME, NOT FOR RE-SALE**" in bold letters.

**IV. TENDERED RATES & QUOTED QUANTITY:**

17. The rates quoted by the tenderer shall be most competitive since it involves sizeable quantity. The rates quoted should be inclusive of all taxes, duties, cess, insurance, freight including loading and unloading etc., for supply. *The rate quoted should be for the packing sizes prescribed at annexure –II.*

18. The successful tenderers whose tenders are accepted shall not sell the quoted products to the farmers in Karnataka through any agency at the rates lesser than those quoted to the Department under this tender.

19. The tender accepting authority shall have the right to vary the quantity finally ordered to the extent of 25% either way of requirement indicated in the tender document.

20. Costing worksheet indicating cost of raw materials including production, transportation cost etc. shall be submitted along with the commercial bid of the tender document.

21. After the approval from the competent authority, the finalised list of rate offered will be intimated to the District Joint Directors of Agriculture/Assistant Director of Agriculture who in turn place the supply orders.

**V. ELIGIBILITY CRITERIA FOR THE TENDERERS:**

22. Registration certificate/ manufacturing license are compulsory and attested copies should be enclosed

23. Quality test reports obtained only from notified laboratories / Govt. institutions should be enclosed to the technical bid.

**VI. ISSUE OF SUPPLY ORDERS & EXECUTION OF SUPPLIES & PAYMENTS:**

24. The Commissioner for Agriculture may accept more than one offer at L<sub>1</sub> rate or otherwise wherever the participation is more than one tenderer in order to ensure multiple supply sources.

25. Agricultural activities are season bound and required inputs should be supplied during the peak requirement months. If accepted tenderer/s do not supply the required quantity during the peak period of requirement, then succeeding tenderer/s will be considered for supply at mutually agreed rate.

26. The required Gypsum shall be supplied on consignment basis and on a firm indent placed by the Taluk Assistant Director of Agriculture / District Joint Director of Agriculture to the designated Raitha Samparka Kendras or office of the Assistant Director of Agriculture or any other sale point identified by the department.

27. The successful tenderer/s should not indulge in sub contracting the supply order.
28. The supplies should be made within the time limit specified by the indenting authority.
29. The successful tenderer should supply the required quantities for Kharif season (in the month of May, June, July), Rabi season (August, September and October) and Summer season (December, January) as specified product wise in Annexure-II.
30. The supply bill / invoice should be in the name of tenderer only
31. The supplier shall compulsorily mention the respective batch / lot number in the bill submitted along with quality analysis report of the same.
32. The supplier receiving the D.D. towards the farmer's share shall bear the D.D. Commission charges.
33. The Department will not have any liability for any damages to the products at any time during the currency of the tender programme.

#### **VII. QUALITY RESPONSIBILITIES:**

34. The supplier shall have the sole responsibility of ensuring quality of Gypsum as per Annexure-III.
35. The production unit of the manufacturing company shall be inspected by the technical committee constituted by the department for evaluating infrastructure, quality, man power and production capacity to assess the ability of the company to supply the quoted quantity before announcing the rate or before accepting the tender.

#### **VIII. PENALTIES FOR NON-COMPLIANCES, VIOLATIONS & NON-PERFORMANCE**

36. On placement of the supply order, if the supplier does not perform his obligations as per the order, such supplier will be blacklisted and department shall reserve all rights to make alternative arrangements to procure the products and the difference of higher cost and other related expenses paid if any will be recovered from the defaulting supplier through appropriate action in addition to forfeiting of EMD.
37. Any delay in relation to delivery schedule; the Department shall have the right to reject the late supplies.
38. **Violation** of any of the terms and conditions of the Tender by the supplier is liable for stringent actions like **for feiting of EMD amount, subsidy claims and disqualification for departmental supplies** for a period of **three years** or any other punishment as deemed fit in the opinion and judgement of the tender accepting authority depending on the nature of violation.

**IX. LEGAL TERMS & COMPLIANCES:**

**39.** The successful tenderer shall execute **an agreement** covering the terms and conditions of supply order on Rs.200/- Non-Judicial stamp paper or as per the existing procedure at his cost **at the time of acceptance of tender.**

**40.** In respect of any dispute arising out of implementation of this tender the decision of the Commissioner for Agriculture shall be final.

**41.** For any legal remedies the courts at Bangalore city shall only have the jurisdiction.

**X. RIGHTS RESERVED:**

**42.** The Tender Accepting Authority reserves the right to reject the tender even after opening of Technical bid or commercial bid.

**Sd/-  
Director of Agriculture**

**ANNEXURE-1  
TECHNICAL BID**

**1.TENDERERS PROFILE:**

1	Name of the product for which technical bid submitted	
2	Tender reference	No: MNR/STN/2009-10 dated:
3	Name & address of the tenderer	
4	Tender document purchase details	1. G.R.No./D.D.No. 2. Date:
5	Details of EMD paid	Bank Guarantee Details..... Date: ..... Bank:..... Amount.....
6	Status of the firm  i) Registered firm ii) Sole proprietorship firm  iii) Partnership firm  iv) Private limited company / Public limited company	Please tick the appropriate and furnish documentary proof as shown against each  (Registration certificate) ..... (Name & address of the proprietor- Address proof copy) ..... (partnership agreement letter and authorization from other partner to bid for this tender)  ..... (Certificate of incorporation as per Co-operative Act & authorization from CEO, if not represented by CEO)
7	Name, designation, telephone No., Mobile, Fax No. E-mail etc., of the authorised contact person who deal with this tender matters	
8	Sales Tax registration numbers	State Sales Tax No. / VAT Certificate Central Sales Tax No. (Please enclose photo copies of Registration certificate or latest renewal certificate)

**II. PRODUCTION PROFILE:**

1. Furnish the following details:

- i) Name & address of the firm
- ii) Name of the product manufactured/produced:
- iii) Production details: Gypsum

a)

Address of the unit	Name of the Product	Production Capacity(MT )

b) Gypsum registered under SSI

Sl. No.	Name of the product	Registration No. & Validity of registration	Production capacity
1			
2			
3			
4			

c) Total quantity of the Gypsum manufactured or produced / marketed including general sales.

Sl. No.	Name of the product	Quantity manufactured/marketed during 2008-09		Quantity supplied to Departmental programmes
		Manufactured	Marketed	

**III. CLEARANCES/ CERTIFICATES:**

1. Copy of the sales tax returns filed/  
 Certificate for last year : Enclosed/ Not Enclosed.



**DECLARATION BY THE TENDERER**

1. I have read and understood the tender terms and conditions relevant to Tender Notification No: .....date: .....as contained in tender ref. No. .... dated ..... and I have submitted the technical bid in accordance with the Terms and Conditions of the above notification and tender document.

2. The information furnished in the Technical bid are true and factual and I clearly understand that our tenders are liable for rejection , if any information furnished is found to be not true, and not factual at any point of time.

3. I would abide by the terms and conditions governing this tender. In case if I fail to supply as per the departmental requirement , I would be fully responsible for all the consequences that may arise and department can exercise appropriate action like black listing in addition to forfeiting of EMD.

**Place:**  
**Date:**

**Seal & Signature**  
**of the tenderer**

**CHECKLIST OF ENCLOSURES TO THE TECHNICAL BID:**

<i>Sl. No</i>	<i>Particular</i>	<i>Yes / No</i>
<b>1.</b>	<b>Copy of the certificate of Registration of the firm</b>	
<b>2.</b>	<b>Partnership agreement/ copy of the Certificate of incorporation as per Co-operative Act.</b>	
<b>3.</b>	<b>Sales Tax Registration Certificate(valid)</b>	
<b>4.</b>	<b>Sales Tax Return filed during last year</b>	
<b>5.</b>	<b>Copy of quality test report from Notified laboratories/ Govt. Institutions.</b>	
<b>6.</b>	<b>If representative is participating, letter of authorisation to participate in the tender opening &amp; participation for negotiation of rates for items tendered, from the person who has signed the Technical and Commercial Bids</b>	
<b>7.</b>	<b>Costing work sheet of each product quoted in the tender</b>	
<b>8.</b>	<b>General sales and Govt. sales of quoted product during previous year</b>	
<b>9.</b>	<b>Other state manufacturers should submit latest performance certificate obtained from the respective State Dept. of Agriculture/ competent authority</b>	
<b>10.</b>	<b>Declaration regarding source of supply gypsum with their capacity</b>	

**ANNEXURE-II  
COMMERCIAL BID**

1. Submitted to	: Director of Agriculture, Sheshadri Road, Bangalore-1		
2. Submitted by	:		
3. References	:		
i) tender notification	:		
4. Commercial bid submitted for:	Gypsum	:	
5. Rates quoted/ tendered as per terms & conditions governing.	:		
Sl. No	Name of product	Qty offered for tender	Supply Rate(Rs.) for 2009-10

Sl. No	Name of product	Packing size	Qty offered for Tender in (Tons)
I	Gypsum	50kg	

**NOTE: 1. The rate quoted should be for the Packing size prescribed in annexure –II**

6) Quantity to be quoted :

Sl No	Name of the product	Quantity tendered	Critical months of requirement
I	Gypsum	<b>1,60,000tons</b>	<b>Kharif season- May, June, Rabi Season- September, October Summer season- December, January</b>

**Declaration by the tenderer**

1. I have submitted this commercial bid against notification No. .... dated ..... and tender terms and conditions .....dated .....
2. The information furnished in the Technical bid and Commercial bid are true and factual and I clearly understand that our tenders are liable for rejection, if any information furnished is found to be not true and not factual at any point of time.
3. I would abide by the terms and conditions governing this tender .In case if I fail to supply as per the departmental requirement, I would be fully responsible for all the consequences that may arise and department can exercise appropriate action in addition to forfeiting of EMD. I shall pay the difference of higher cost involved and other related expenses paid if any for supply of the product.
4. The commercial bid is separately submitted against this tender

**Place:  
Date:**

**Seal & Signature  
of the tenderer**

## ANNEXURE-III

### Minimum ISI standards for Gypsum :

i	CaSO <sub>4</sub> · 2H <sub>2</sub> O	80%
ii	Na <sub>2</sub> O (percent ,minimum)	1%
iii	Fineness :	
	a)Should pass through 100 mesh sieve	50%
	b) Should pass through 200 mesh sieve(for dusting purpose)	50%