



# উত্তরবঙ্গ কৃষি বিশ্ববিদ্যালয়

পুণ্ডিবাড়ী, কোচবিহার, পশ্চিমবঙ্গ-৭৩৬১৬৫

UTTAR BANGA KRISHI VISWAVIDYALAYA

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Registrar (Acting)

NIT Ref. No. UBKV/Est. (T&P-02)/14/2020-21

Date: 15/01/2021

## NOTICE INVITING TENDER (NIT)

Sealed Tenders are being invited under Two Bid System viz, Part-I Technical Bid and Part II Financial Bid from the intending reputed supply agencies for supplying **Animal Feed and Fish feed on Rate contract for one year** as stated below:

Sl. No.	Description	Specification	Required Quantity per month (Approx.)
01	Maize Crush	Foreign matter -1% Maximum	700 Kg +50 Kg
		Moisture less than 15%	
		Aflatoxin-Maximum 20ppb	
02	Mustard Oil Cake	Should be free from adulterants & rancidity	250 Kg +150 Kg
		Moisture-Max.12%	
		Crude protein 35%-38%	
03	Soya bean Cake	Free from adulterants, rancidity, Insect or fungus infestation	20 Kg
		Moisture-Max.12%	
		Crud protein 45%	
04	Wheat Bran	Free from adulterants	125 Kg
		Moisture-Max. 8%	
		Acid insoluble ash-1% Maximum	
05	Rice Bran	Free from adulterants	400 Kg +150 Kg
		Moisture-Max. 10%	
		Acid insoluble ash-5% Maximum	
06	Compound Feed (Himul)	Any good make	700 Kg
		Free from adulterants	
07	Salt	Any good make	40 Kg
08	Malasses/Gur	Free from adulterants	10 Lit/Kg
09	Mustard Oil	Good quality	02 Kg +150 Kg
10	Minfa TM	A mineral mixture, prepared by Intas; a reputed company, makes quality product for animal health and nutrition	12 Kg
11	Calshakti <sup>TH</sup> suspension (Double strength)	An oral calcium-phosphorus supplement, prepared by Intas; a reputed company who makes various products for animal health	10 Lit
12	Fish Feed (35 Kg Bag)	Pellet feed 2 mm CP/Godrej company	02 Bag
13	Fish Feed (35 Kg Bag)	Powdered Protein rich feed 0mmCP/Godrej	01 Bag
14	Vitamin-mineral mix Kg	Powdered Dry	02 Kg

### Tender Schedule:

• Last date for submission of quotation	:	02/02/2021
• Opening date of Tender	:	03/02/2021

## 1. Submission of bids:

Both Technical bid and Financial Bid are to be submitted concurrently duly signed by the Authorized persons from Govt. or Non-Govt. organizations/suppliers. All papers must be submitted in English language.

## 2. Eligibility for Quoting:

- Persons from Govt. or Non-Govt. organizations/suppliers who are able to supply the assured quantities as per requirement & have requisite qualification for meeting the requirements as per this tender are only eligible for quoting.
- Further, vendors who were declared black listed and/or insolvent by any Govt. Concern/any Institutions in the Country for particular item or items are not eligible to participate in the current tender for that item or items.
- The University reserves the right not to accept the rate even from the lowest bidder/supplier.
- The University reserves the right to accept or reject any or all tenders without giving any reason whatsoever.

## Submission of Tenders

### 2.1 General process of submission

All the documents including addendum/ Corrigendum related to the tender uploaded by the Tender Inviting Authority form an integral part of the contract. Bidders are required to download all the tender documents along with the other documents, as asked in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two envelopes at a time, one is Technical Bid and the other is Financial Bid. The bidders shall carefully go through the documents and prepare the required documents.

4.2 **Technical details:** (Bidders must submit Technical documents along with Catalogue if any of Piglets, in “Technical Details “Envelope.

4.3 Audited Annual Accounts for last three years **2018-19, 2019-20& 2020-21** or during the period since formation of the Firm, if it was set up in less than such 3- year period. Bidders whose accounts are not audited must submit 26AS for the above years as available in the official website of the Income Tax Department, Government of India with other documents stated below:

Sl. No.	Category	Sub-Category Description
1	Certificates	PAN Card of the Bidder
		GST Registration Certificate
		P -Tax Registration Certificate with a copy of last return
2	Company Details	Trade License/Enlistment Certificate
		Govt. Registration of Firm
3	Credential	Copy of the purchase order for supplying Similar nature of items at least for last 2 years may be submitted. Brief User list preferably for users in West Bengal in an Institute of Higher Education may be submitted.
4	Financial Information	Income Tax Returns submitted for the assessment year 2018-19
		Income Tax Returns submitted for the assessment year 2019-20
		Income Tax Returns submitted for the assessment year 2020-21
		GST Return for last 3 months in 2020-21
5	Compliance Statement	

### 4.4 Financial Bid

Financial Bid should contain the unit price of Feed item on FOR destination and CIF including applicable taxes. Rate of GST also to be quoted.

## 5 TERMS & CONDITIONS:

### 5.1 Bid Information:

- a) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- b) Partial Tender/Incomplete tenders both for Technical and Commercial aspects may subject to cancellation of tender. However, University Authority will define the Partial Tender/Incomplete Tender based on the tender evaluation status.

- 6.1 Evaluation of Tender:** Firstly, Technical Bid will be evaluated and thereafter Price Bids of technically qualified bidders will be evaluated for selection of vendor.
- 6.2 Successful bidder will have to sign a Deed of agreement with University authority for maintaining the accuracy as per term & conditions of Tender.**
- 6.3 Award of Contract:** The purchaser will award the contract/supply order to the bidder whose quotation has been determined to be substantially responsive both technically and commercially.
- 6.4** The vendor should quote and be capable to supply the necessary **Animal Feed and Fish feed** as per Tender. However, the University has the right to procure a part or a whole quantity.
- 6.5** University enjoys the discretion to select vendor either in full or in part for the betterment for pursuing of tender objectives.
- 6.6** Bidder must provide Technical Compliance Sheet duly signed by authorized person. Any non-compliance will lead to rejection of tender.
- 6.7 Credentials:** Documents of supplying similar **Animal Feed and Fish feed** in last two previous years may be submitted along with the tender.
- 6.8 DSIR Certification:** University possesses the privilege for availing the facility of procuring items at Concessional Customs Duty and without incurring any excise duty as per DSIR certification.
- 6.9 GST Exemption Certification:** University possesses the privilege for availing the facility of procuring items at Concessional GST (5%) as per the decisions taken by GST Council.
- 6.10** Statutory deduction for GST and other Government taxes in the hand of the payee will be made as per the law in force.
- 6.11 Time Schedule:** The supply work must be completed within 10-15 days or phase wise from the date of receipt of the supply order.
- 6.12 Validity of offer:** A bidder should spell out in the tender that it shall remain valid for a minimum period of one year from the date of opening of the tender and during this period, the bidder shall not be entitled to revoke or cancel its offer.
- 6.13** University reserves the discretion to issue supply order either in full or phase wise depending upon the requirement and selected vendor will not charge any extra amount for such supply and delivery.
- 6.14** Payment Schedule: 100% Payment will be made after successful delivery and satisfactory verification.
- 7.1** Quantity Changeability: Quantity as stated in the tender document may subject to change at the time of issuing purchase order due to the fund crunch or for other valid reasons.
- 7.2** Disposal of Disputes: In case of any dispute, the University's decision will be treated as the final and conclusive. All legal actions are subject to Cooch Behar jurisdiction only.
- 7.3 Conditional bid may be liable for rejection.**
- 8. Discretion of the University:**
- i) University may take decision about non-purchase of the said item even after selection of vendor due to its fund constraints.
  - ii) University reserves the right to relax any clause as stated hereinabove for selection of responsive vendor.
  - iii) The Tender Selection Committee reserves the right to cancel the N.I.T. due to any unavoidable Circumstances and no claim in this respect will be entertained.

Sd/-  
Registrar (Actg.)