

## CONSULTANCY SERVICES FOR HIRING SERVICE PROVIDERS TO SUPPORT FLORICULTURE INTERVENTIONS IN MEGHALAYA

### Introduction

Floriculture was mostly practiced as a hobby by flower lovers in Meghalaya. However, the availability of improved planting materials, technical inputs and the increasing market demand has encouraged growers to exploit the commercial potentialities of this hobby. Commercial floriculture has therefore developed lately with growing awareness and increase in demand.

The prominent flowers grown in the State include Chrysanthemum, Gerbera, Rose, Carnation, Gypsophila, Lilium (Asiatic, Oriental), Gladiolus, Lady's slipper, Alstroemeria, Statice, Anthurium, Caladium, Gypsophila, Orchid (Dendrobium, Cymbidium).

The fast developing and flourishing wellness and hospitality industries have contributed to the increasing demand for flowers across the globe. Though India has diverse agro-climatic conditions suited for growth of wide range of flowers, it shares only 0.6 % of the global floriculture market. In 2020-21, India exported 15.6 MT of floriculture products worth \$77.84 million. At least 1200 million \$ worth of floriculture products are being imported by India every year from different countries. This highlights the huge import-export gap and the potential that awaits to be unlocked.

### Government of Meghalaya's Initiative

The Govt. of Meghalaya (GoM) has initiated multiple initiatives for promoting floriculture from the State. There are 14 horti-hubs across the State working on development of various horticulture crops including production of flowers. The Floriculture Development Scheme is another effort of the government to promote commercial floriculture by providing support to the floriculture farmers of the State. Support in terms of planting materials, drip irrigation, tools, and infrastructure such as polyhouse, nursery, shade net house etc. are being provided. Till date, around 2,000 flower growers have directly benefitted from the scheme.

As part of the next step, the GoM intends to scale up and develop this sunrise sector. Considering that the agro climatic region provides natural advantages to the State for production of wide variety of flowers, the Govt. of Meghalaya is targeting to develop Meghalaya as a hub for floriculture in the Northeast region.

In this regard, the Government of Meghalaya has initiated this Bidding Process through Request for Proposal for interested, reputed & experienced horticultural service providers/ companies/ organizations/ manufacturers/ firms/ authorized dealers of companies; and for partnering with them for the scaling up of area, production & market development of major identified & successful commercial crops of the State & building up of crop cultivation cluster spokes through the infusion of capital investment under the scheme.

The major identified crops are:

- 1 Lilium (Oriental)
- 2 Lilium (Asiatic)
- 3 Dendrobium
- 4 Cymbidium
- 5 Phalaenopsis
- 6 Vanda

## Data Sheet

Tender No.	<b>HORT/D-156(Pt-II)/2023/1, Dtd. 21.12.2023</b>
Name of the tender issuer	<b>Department of Horticulture, Government of Meghalaya</b>
Purpose of the tender	Consultancy services for hiring service providers to support floriculture interventions in Meghalaya for the following crops: 1 Lilium (Oriental) 2 Lilium (Asiatic) 3 Dendrobium 4 Cymbidium 5 Phalaenopsis 6 Vanda
Forwarding letter with Court Fee Stamps must be attached	Rs 2,000/-
Service delivery period	6 years This will include 3 years period of phase-wise on-boarding of the farmer and, technical and marketing support to on-boarded farmers for 3 years.
Date of issue of tender document	22.12.2023
Date & Time of Pre-Bid clarification	Pre-bid queries should be submitted before 10 <sup>th</sup> of January 2024
Last Date & Time for Submission of Bids	20 <sup>th</sup> January, 2024
Date & Time of Opening of Technical Bids	25 <sup>th</sup> January, 2024
Date & Time of Price Bid Opening	Will be intimated later to the successful bidder who qualify the technical bid criteria
Name of the contact person for Communication	Director of Horticulture
Address and Email for Communication	hort-meg@nic.in

## Instructions to bidders

- 1 The department has the right to award the work under this tender to single or multiple vendors and in multiple tranches based on the lowest quote ascertained through this tender.
- 2 Though adequate care has been taken while preparing this RFE (REQUEST FOR EMPANELMENT DOCUMENT), before Pre-Bid meeting the Bidders should satisfy themselves that the document is complete in all respects. Intimation of any discrepancy shall be given to this office immediately. If no intimation is received from any Bidder within fifteen (15) days from the date of notification of Tender/Request for solution (RFE)/ Issue of the RFE documents, it shall be considered that the RFE document is complete in all respects and has been received by the Bidder.
- 3 The department reserves the right to cancel/ withdraw this invitation for bids without assigning any reason and shall bear no liability whatsoever consequent upon such a decision
- 4 The department reserves the right to modify, amend or supplement this document.
- 5 While this RFE has been prepared in good faith, neither Department nor their employees or advisors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFE, even if any loss or damage is caused by any act or omission on their part.

## Eligibility Criteria

For Empanelment of service providers for facilitating floriculture intervention in Meghalaya. The empanelment will remain in force for a period of 6 years i.e., from February 2024 to February 2030 subject to annual review every year. If the services and/or products provided by the agency/ies are found to be unsatisfactory or at any time it is found that the information provided for empanelment or for any quotation is false, the department reserves the right to remove such agency/ies from the empanelled list. The Agency should qualify the following necessary eligibility criteria and possess the required experience, resources, and capabilities in providing services and materials necessary to meet the requirements indicated in the tender document. Agencies not meeting the necessary eligibility criteria will not be considered for the subsequent technical evaluation.

S.No	Criteria	Required Documentation
1	A Bidder may be a single entity or any combination of them with a formal intent to enter into an agreement or under an existing agreement to form a Consortium. In case of Consortium, both the member companies shall be registered in India under the Indian Companies Act 1956 for the last 3 yrs as on date of issue of this RFE	All related documents i.e. Company incorporation certificate, ROC registration, MoA of Company, AoA of Company, PAN, GST registration, etc.
2	In the last 5 (Five) years, the agency should have undertaken and completed at least 2 (two) projects of similar nature* for municipal/ state/ central government/, PSUs or any other government departments. The contract value for the project should be at least INR 50 Lakhs	Work order/ completion certificate from client
3	Financial Capacity: The agency should have an average annual turnover of at least INR 1 Cr (One Crores) for 3 (three) financial years in last 5 years	Summary of the Turnover should be certified by Statutory Auditor/ Registered Chartered Accountant
4	The Bidder should not have been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal.	Self-Attested Undertaking/Declaration

\* Projects of similar nature include works related to training, capacity building, giving technical and marketing support to farmers.

Only the bidders meeting the eligibility criteria will qualify for technical evaluation.

## Evaluation

The tender evaluation committee, appointed by the department, shall evaluate the proposals based on their responsiveness to, meeting minimum eligibility criteria requirements, applying the evaluation criteria, sub-criteria, and the point system specified in the tender document. Each responsive proposal will be given a technical score. A proposal shall be rejected at this stage if it does not respond to the laid criteria or if it fails to achieve the minimum technical score indicated in the tender document.

From the time the proposals are opened to the time the contract is awarded, any query clarification should be done only before the per-bid meeting. Department has the right to seek clarification from the bidder anytime. Any effort by the firm to influence the client in the client's proposal evaluation, proposal comparison or contract award decisions may result in the rejection of the Firm's proposal.

The mode of evaluation shall be based on the criteria specified in the tender document for technical and financial evaluation.

A bidder can apply for providing services for 1 or more flowers. The bids of those Agencies which would meet the minimum conditions of eligibility specified in the section below will be evaluated in two stages:

- I. Technical evaluation of proposals by qualified bidders
- II. Financial bid opening of qualified bidders and final evaluation

The bidders scoring 60 marks or above in the technical evaluation will be eligible for the financial bid opening. After the price bid opening, the lowest price for each flower (L1) will be discovered. All bidders who qualify the technical evaluation will be eligible for empanelment at the discovered L1 price. The allocation of work to the empanelled vendors will be at the discretion of the department.

### 3.2 Technical Evaluation

The Technical Proposal evaluation of eligible bidders will be done out of total 100 marks in twoparts:

- I. Evaluation of past project experience (Score of 40 marks); Evaluation of Technical and managerial capacity (Score of 40 marks) and technical presentation (Score of 20 marks): Maximum of 100 marks will be given based on the information and credentials submitted by the bidders.
- II. Bidders scoring at least 60 marks out of 100 in technical evaluation will be qualified forthe Financial Bid opening and subsequent empanelment.
- III. Bidder quoting the lowest price will be the most preferred bidder for awarding the project.
- IV. In case of tie between bidders in the lowest evaluated package price, the bidder havingthe highest financial turnover in the preceding 3 financial years will be given preference. The Technical Evaluation of the proposals shall be based on following parameters:

S No	Criteria	Marks
1	Profile of the Bidder including list of Technical & Managerially staff including their qualification & experience & their respective roles in project implementation.	20
2	Dealership certificates of UV Films & Shade nets (preferably from Ginegar, Israel), Drip & Sprinkler Irrigation Equipment (preferably from Netafim Irrigations Co Ltd), Planting Materials, Fertilizers & Pesticides.	20
3	Experience of having successfully completed similar Projects by the Bidder in any other North Eastern States during the past 5 years.	20
4	Experience of having successfully completed similar Projects by the Bidder in Meghalaya during the past 10 years.	20
5	Technical Presentation	20

## Scope of Work

The beneficiaries will be selected by the Horticulture Department. A total of **2,500** numbers of floriculturists will benefit from the scheme over a period of 3 years. The Service Provider will be entrusted with the responsibility to build capacity and give technical and marketing assistance to each of the identified floriculturists. They will enter into an agreement with the department for undertaking the tasks as defined in the scope of work. It will be the joint responsibility of the department and Service Provider to educate the selected farmers by way of training, seminars, etc. The Service Provider will impart training on latest technology and intensify monitoring for adoption of modern technologies. The selected farmers will have to provide the necessary land, FYM, water power & assure labour for a period of three years. The Service Provider will not only provide the inputs for the commercial production of flowers, but also transfer technology to the farmers and enter into Agreement with department for “buy-back” arrangement of the produce with appropriate prices.

### Crop-wise distribution of floriculturists

The department will organise the floriculturists in clusters. Each cluster will comprise of 20-25 floriculturists. The crop-wise tentative number of farmers is mentioned in the table below:

Sno	Name of Flower	sqm	Round off	Year 1	Year 2	Year 3
1	Lilium (Asiatic)	96	200	60	80	60
2	Lilium (Oriental)	96	200	60	80	60
3	Dendrobium	96	1,000	300	400	300
4	Cymbidium	96	500	150	200	150
5	Phalaenopsis	96	500	150	200	150
6	Vanda	96	100	30	40	30
			<b>2,500</b>	<b>750</b>	<b>1,000</b>	<b>750</b>

The on-boarding of the farmers will be undertaken in a phased manner. 30% of the farmers will be on-boarded in 1<sup>st</sup> year, followed by 40% in the 2<sup>nd</sup> year and 30% in 3<sup>rd</sup> year. These number are estimated based on the preliminary assessment of readiness of farmers. The numbers may change during implementation of the program.

## Role of Service Provider:

1. The bidder shall make available the crop-wise listed items as specified in the Annexure 1. This includes polyhouses, planting material any other inputs as specified.
2. Quality “tissue culture” planting materials from local nurseries multiplied from imported mother stock for Cymbidium and others to be imported from recognized breeders.
3. Fertigation & plant & pest management & transfer of technology to be done by Service Provider on regular basis. Field visits by agronomist/resource persons to farmers fields & provide appropriate measures if needed. Coloured & laminated photographs of all types of pests & diseases with control measures to be displayed by Service Provider (SP) at the hubs.
4. Service Provider will guarantee regular maintenance of the greenhouse and drip irrigation system including plant management through technology transfer for the years. However, maintenance and repair shall be limited to natural damages and not any malicious damages.
5. Collection, grading, packing & dispatch for forward linkages are to be provided by SP. The SP will be further responsible for marketing of the flowers at a remunerative price through his own network & outlets in the region.
6. Payments to be made by the Service Provider to the farmers once in three months. Price to be paid to the farmers shall be arrived at by the Service Provider through consultation with farmers duly taking into account the prevailing market rates.
7. Periodical incentive schemes are to be provided by the Service Provider to the farmers in order to bring about healthy competition amongst farmers.
8. The assessment on overall progress of the Project will be made on a half yearly basis jointly by the Department and Service Provider.

## Role of District Horticulture Officers

The concerned District Officers would be notified for each hub with the following terms of reference.

1. To closely monitor the performance of the Service Provider.
2. To evolve and finalize district, hub and spoke specific technical parameters and requirements prior to execution of a tri-partite working agreement (Department, Service Provider and farmers) for functional working of green houses, irrigation systems, buyback, marketing arrangements and value chain creation between the empanelled Service Provider, farmers' clusters and respective departmental representative in the district.
3. To facilitate the evolution of a suitable price discovery mechanism.
4. To monitor and regulate the functioning of such pricing mechanism and ensure that fair and reasonable prices are paid to the farmers as per agreement to be negotiated and contracted between the Service Provider and the department after empanelment and selection of Service Provider.
5. To monitor and ensure that agreements made under the terms and conditions of contract are complied with by all parties concerned and to recommend appropriate measures for breach of agreement.
6. To monitor and evaluate the progress of the scheme and recommend rectifications as and when necessary.
7. To facilitate as far as possible, the formation of clusters in coordination with the Service Provider for bulking of produce and better bargaining power.

#### Role of Farmer:

1. To provide the developed land free from all encumbrances.
2. To provide land, production, labour, manure, water, electricity/power for running the production units from the initial phase of establishment of such production units.
3. Provide manpower for continued maintenance, plant protection & fertilizer application of the crops during & after the expiry of the empanelment period.
4. Undertake to work in close co-ordination with the Service Provider & the department officers & to assist them in the discharge of their obligations.
5. Undertake to commit themselves to the successful implementation & furtherance of the scheme.

6. Undertake to utilize & maintain the infrastructure created under this project for a period of minimum of 3 (three) years.
7. The unit given to the farmer should be exclusively for the cultivation of cut flowers allotted to him/her & not other activity.
8. Undertake that in the event of departure from the above undertakings, the farmer will be liable to refund the whole or the part of the project assistance received from the Department and agree to be deprived of any Horticulture schemes in future.
9. Provide for the basic implements for hi-tech cultivation such as backpack sprayer, weighing machine, cutters etc.

## Duration of Engagement

The project duration is for 6 years from the date of signing the contract. The on-boarding of farmers will be undertaken for the first 3 years. The service providers will engage with the onboarded farmers for 3 years. For example, the engagement with farmers onboarded in year 1 will last till end of year 3 and similarly the engagement with farmers onboarded in year 3 will continue till end of year 6. During this period, the service provider will provide technical and marketing support to them. The duration of the project may be extended, basis the performance and on mutually agreed terms and conditions.

## Payment Schedule

The service provider will be paid based on the following payment schedule:

Sl.	COMPLETION SCHEDULE	% OF PAYMENT
1	With Supply Order against Bank Guarantee	5%
2	On delivery of Greenhouse & drip materials at farmers field	45%
3	On completion of greenhouse, drip irrigation & bed preparation	20%
4	On completion of supply & plantation	20%
5	After the first flush of flowers or 1 <sup>st</sup> year, whichever is earlier	10%

The client will require 15 working days for release of payment for each milestone and raising of invoice. The Agency must ensure that any additional work done is approved by the client, otherwise it will not be considered for payments.

All billed items are to be signed off by the officers deputed by the client regarding quantity, quality, and successful completion as per agreed timelines. These need to be backed up by relevant evidence (Photographs, Videos, Lists signed off by Competent Authority).

## Bid Submission

The bid shall be submitted in two parts, the Technical Bid & the Price Bid. Steps to be followed for submission of bid:

- The Technical bid must be sealed in another envelope marked as “Technical Bid” and shall contain the following:
- The bidder should duly fill and sign and complete the ‘Letter of Technical proposal’ annexed in Annexure II
- The bidder should have details as per Annexure-III, duly filled in, signed, and complete in all respects. No alteration/modification in the format shall be permitted.
- A self-declaration that the tenderer has not been blacklisted by any State Government/ Central Govt. / PSU in India as per Annexure IV.

- Audited balance sheet and profit & loss account along with a copy of the acknowledgment of Income Tax return of last three consecutive financial years from last 5 years along with Annexure III duly filled in, signed, and complete in all respects
- ii. The Price bid shall be sealed in an envelope marked as “Price Bid” and shall contain the price bid as per Annexure 5 duly completed in all respects.
  - iii. The rate quoted should be inclusive of GST. No extra cost will be borne towards the transport of goods. No price increase on account of change in tax structure, duties, levies, charges, etc. shall be permitted.
  - iv. The two separate envelopes containing technical bid and price bid should be sealed in one envelope and should be addressed as per the tender schedule superscribed as “Tender for empanelment of Service Providers for supporting floriculture interventions in Meghalaya”
  - v. Bidders please note that, unreasonably high or low financial bids will not be considered.
  - vi. The price bids mentioned should be the rate for engagement with one farmer.

## General Terms and Conditions of the Bid

Note: Bidders must note the below-mentioned conditions carefully and comply strictly while submitting their bids:

1. Bidder shall prepare the bid and submit it in a sealed envelope addressed to “**Director, Directorate of Horticulture, Department of Agriculture and Farmers’ Welfare, Government of Meghalaya**” and send it through Speed Post/Registered Post/Courier only (no hand delivery will be entertained). Each envelope should bear the name of the bidder, along with the tender number. However, the authorities shall not be responsible for postal and other delays in receipt of the bids.
2. Bidders are requested to check for any notice /amendment/ clarification etc. to the Tender Document through the website [www.megagriculture.gov.in](http://www.megagriculture.gov.in). No separate notification will be issued for such notice/amendment/clarification etc. in the print media or individually.
3. The Bidders should note that Prices should not be indicated in the technical

bid and should be quoted only in the Price Bid as per Annexure V. In case the prices are indicated in the technical bid, the bid shall stand rejected.

4. **PRE-BID Meeting**, with the intending bidders shall be held on 10<sup>th</sup> January 2024 from 1:00 PM. at the Department of Horticulture office in Shillong. Any queries related to this tender shall be sent to the mail id: [hortmeg@nic.in](mailto:hortmeg@nic.in) in advance. The clarifications if any will be uploaded on the department website. All bidders are invited to attend the pre-bid meeting. No deviation to any of the terms will be permitted after freezing the same at the pre-bid meeting. The bidders can also join online.
5. For the **OPENING OF TECHNICAL BID**, the technical proposal will be opened on **25<sup>th</sup> January, 2024** in the presence of the tender Committee and representative of the bidders. No separate intimation will be given to the bidders in this regard.
6. For the **EVALUATION PROCESS** the Technical proposals will be evaluated based on compliance with eligibility criteria, technical specifications, and other terms & conditions stipulated in the tender document. The financial proposal will be opened only to those bidders who qualify for the technical evaluation. The Committee reserves the right to reject any or all the tenders without assigning any reason thereof.
7. The **AWARD OF CONTRACT** for Financial bids with the lowest price quotation for the assignment as per Annexure-V will be considered for negotiations and award of the contract. The lowest bid will be considered as the L1 and all bidders who qualify the technical evaluation (score 60 or marks) will be offered the letter of empanelment to work at the discovered L1 price.
8. The bids not submitted in a prescribed format or in the prescribed manner, shall be rejected by the Tender Committee at the risk and responsibility of the bidder.
9. All the information as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously, and without using abbreviations.
10. In the financial bid the total figures should be written in figures
11. Each page of the tender document should be signed by the bidder with a seal, in token of having understood and accepted the terms and conditions of the contract, and serially numbered and a page marked.

12. **The bidder can withdraw from bidding on or before the last bid submission date.** The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders.
13. The Tendering Authority reserves the right to accept any bid, and to annul the bid process and reject all bids at any time prior to award of contract, without assigning reasons & without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the action.
14. All transit risks shall be the responsibility of the supplier.
15. All the disputes shall be subjected to the jurisdiction of Civil Courts situated in Meghalaya.
16. Any matter which has not been covered under these provisions shall be governed as per the provisions of the department.
17. If the work is found unsatisfactory or, if the firm dishonors the contract, the Performance Security Deposit (if any) may be forfeited, and the job may be entrusted to another firm. In this regard, the decision of the Committee is final and binding on the contractor.
18. Any notice given by one party to the other pursuant to this contract shall be sent in writing to Director, Directorate of Horticulture, Department of Agriculture and Farmers' Welfare, Government of Meghalaya.
19. **Payment Terms:** All payments will be made within 30 days of submission of invoice, based on completion of respective terms & conditions. TDS will be deducted as per the rules. The invoice will be raised in favour of the Director, Directorate of Horticulture, Department of Agriculture and Farmers' Welfare, Government of Meghalaya.

Sd/-  
**Director of Horticulture**  
**Government of Meghalaya,**  
**Shillong.**

## Annexure I: Technical Specifications

### Specifications for polyhouse

1. Made of ISI make GI pipes of at least 2.0mm thickness of the following OD 60mm, 48mm, 42mm, 33mm, 25mm & 15mm. All columns of the polyhouses are to be of 60mm OD, bottom & inserts of 48mm OD, purlins & chords of 42mm OD, cross, brackets of 33mmOD & side curtain of roll up type of 15mm OD.
2. Foundation of telescopic insertion in cement concrete of ratio 1:4:8
3. Covering of polyhouse preferably of Ginegar make of 200 micron, 5 layered UV film.
4. UV stabilized shade net of Polysack make preferably as per crop requirements.
5. 40 mesh insect netting at the side vents.
6. Bed preparation including organic treatment of situ for soil grown crops where the FYM will be supplied by the farmers.
7. Pre-fabricated tables with UV stabilized pots for soilless cultivation for Phalaenopsis & Cymbidium.
8. Preferably Netafim make Drip irrigation Systems inclusive of Control Unit consisting of double filtration units - screen & disc filters, fertilizer injectors, AV 10, valves etc.
9. Drip manifold with appropriate drip lines for drip irrigation with fertigation & overhead 4 way foggers if needed.
10. Arrow drippers per individual pots with provisions for fertigation for Phalaenopsis & Cymbidium pots.

Following is the area of cultivation per farmer for the selected crops:

Sno	Name of Flower	Area of cultivation in sqm
1	Lilium (Asiatic)	96
2	Lilium (Oriental)	96
3	Dendrobium	96
4	Cymbidium	96
5	Phalaenopsis	96
6	Vanda	96

## **Planting Material**

The following points are to be considered while sourcing the planting material:

- All planting material should either be imported from a credible and accredited foreign source or should be procured from a registered Indian company having a collaboration/association with a credible and accredited foreign company. The department may at any time require the service provider to make available the necessary documents to demonstrate the credibility of the company from where the planting material is being sourced.
- The planting material should undergo the appropriate post entry quarantine (PEQ), if applicable. The department may at any time require the service provider to make available the necessary documents to demonstrate the availability of the appropriate PEQ station and other Government of India norms pertaining to import of planting material.
- The planting material must be certified disease free by the local Quarantine Office.
- The participant bidder can be a dealer/agent of a foreign breeder, given that they have the necessary registrations and certificates for operating in India.
- The department may ask the service provider to justify the returns to the farmers against the planting material being supplied. The department may reject the planting material if the justification is found to be unsatisfactory.
- All orchid varieties should be of cut flowers variety only.

### **I. Lilium**

1. Lilium bulbs stored for 6 weeks at temperature of 2-5 degrees to break dormancy to get uniform flowering
2. Organic Manure
3. Water soluble NPK and Micro Nutrients
4. Appropriate pest control methods with inputs
5. Netting (as needed)

## **II. Vanda**

1. Planting material - Harden Tissue Culture seedlings
2. GI Strings to hang

## **III.Dendrobium**

1. Planting material - Harden Tissue Culture seedlings
2. Growing Tables
3. Sterilized Coconut Husk Block of appropriate size for 4 nos saplings per block
4. Water soluble NPK and Micro Nutrients
5. Appropriate pest control methods with inputs

## **IV. Cymbidium**

1. Planting material - Harden Tissue Culture seedlings at least 1 year old
2. Growing media consortia
3. Growing Tables/Racks

## Annexure II: Letter of Technical Proposal

To,

Date:

Director,

Directorate of Horticulture

Department of Agriculture and Farmers' Welfare, Government of Meghalaya

**Sub:** Tender for empanelment of service providers for supporting floriculture interventions in Meghalaya.

Dear Sir,

1. With reference to the RFE dated\_\_\_\_\_for the above captioned project, and clarification issued by the Department, thereof, we\_\_\_\_\_, having examined all relevant documents and understood their contents, hereby submit our Proposal for selection as\_\_\_\_\_. The proposal is unconditional and unqualified.
2. All information provided in the Proposal and in the Appendices is true and correct and all documents accompanying such Proposal are true copies of their respective originals.
3. This statement is made for the express purpose of appointment as the Agency for the aforesaid Project.
4. We shall make available to the department any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
5. We acknowledge the right of the department, to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. We certify that in the last three years, we or any of our Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.

We declare that:

- a. We have examined and have no reservations to the RFE Documents, including any Addendums issued by the department.

b. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, in respect of any tender or request for proposal issued by or any agreement entered into with the department or any other public sector enterprise or any government, Central or State; and

c. We hereby certify that we have taken steps to ensure that, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

7. We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Agency, without incurring any liability to the Bidders.

8. If our Firm is qualified, we shall make our technical proposal to the department on the date specified upon intimation received from the department.

9. The undersigned is authorized to sign the documents being submitted through this RFE. (A copy of Power of Attorney may be enclosed)

10. In the event our firm is selected as the Agency for this project we shall enter into a contract with the department.

11. The Financial Proposal is being submitted in a separate cover. This Technical Proposal read with the Financial Proposal shall constitute the Application which shall be binding on us.

12. The information provided herewith is true and correct to our best knowledge. If any discrepancies are found in the information provided or if the information provided is not correct, our firm would be fully responsible for that. We understand in such cases our bids are liable to be rejected.

Yours faithfully,

(Signature, name and designation of the authorized signatory/ authorized signatory of Lead Member in case of Consortium) (Name and seal of the Bidder)

## Annexure III: Details of the Organisation

1	Name and address of the Supplier (With pin code)	
2	Year of starting the organization & registration number (photocopy of registration certificate or any other relevant document to be enclosed)	
3	Name and Contact number of the Proprietor or Point of Contact	
4	Status of Supplier	Proprietorship / Partnership / PvtLtd / Limited/others
5	a) GSTIN and PAN No. of Income Tax Dept. (Photocopy of Income Tax (IT)) returns for the last 2 Financial Year years to be enclosed	
6	Audit reports for last consecutive 3 years from the last 4 years (Certified copy of Chartered Account' report in P&L account to be enclosed)	
7	Experience of Supplier/supplier relating to supply of solarenergy-based solutions (supporting certificates to be enclosed)	
8	Particulars of Physical Infrastructure and total strength of staff available in the organization relating to Supplier/supply/testing etc.,	

Signature of the bidder and address with seal

Date:

## Annexure IV – Document Enclosure form

S. No	Description	Whether the Document is enclosed or not	Page No. From and to
1	Details of Organization as per Table –I	YES/NO	
2	Copies showing the legal status, places of registration and principal place of business of the firm	YES/NO	
3	Copies of audited financial statements for the last 2 financial years	YES/NO	
4	Copies of GST registration and GST returns filled in the last 2 financial years	YES/NO	
5	Copies of income tax registration and income tax returns filled in the last 2 financial years	YES/NO	
6	Acceptance to give 5 years guarantee for trouble free operation and maintenance.	YES/NO	
7	Address of the nearest official Service Centre of the company.	YES/NO	
8	Letter of declaration to confirm that the bidder has not been blacklisted by any State Government/ Central Govt./ PSU in India	YES/NO	
9	BID processing fee in the form of cheque or DD from a Nationalized Bank drawn in favour of “The Director, Directorate of Horticulture, Department of Horticulture, Government of Meghalaya” for a value of Rs. 20,000.	YES/NO	

I abide by all the above terms & conditions.

SIGNATURE OF THE BIDDER and with office seal

PLACE:

DATE:

## Annexure V - Price schedule

PARTICULARS TO BE SUBMITTED IN THE FINANCIAL BID (SECOND COVER).

**Price Schedule for Tender for empanelment of service providers to support floriculture interventions in Meghalaya, rates quoted by the bidder:**

- I. The rates should be mentioned item wise clearly both in words and figures Item-wise details of rates quoted.
- II. Rates should be inclusive of GST.
- III. Rates should be inclusive of maintenance and all other services for a period of 3 years.

**CONDITIONS:**

1. If our tender is accepted, we hereby undertake to abide as per the stipulated Terms and Conditions to supply the services.
2. We agree to abide by this tender and if the work is awarded to us, in executing the above contract we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of corruption act 1988”.
3. We understand that you are not bound to determine the price based on the lowest offer that department may receive.
4. We accept that all disputes between parties will be adjudicated by a competent court in Shillong, Meghalaya, India.

	<b>Dendrobium</b>	<b>Cymbidium</b>	<b>Phalaenopsis</b>	<b>Lilium (Asiatic)</b>	<b>Lilium (Oriental)</b>	<b>Vanda</b>
Cost of Infrastructure						
Cost of planting material						
Cost of Capacity Building						
Cost of Marketing						
Cost of Management						
Other Costs (If any)						
<b>TOTAL</b>						

I, \_\_\_\_\_(Name of signatory) on behalf of the bidder \_\_\_\_\_(Name of the bidder), hereby certify that I have noted the technical specifications of solutions mentioned in Annexure I and the prices quoted above are as per the details specified and in compliance with Annexure I.

Dated this..... day of 2024

Signature

(Name and Address of the Tender with seal)

(In the capacity of Duly authorized to sign the Tender for and on behalf of\_\_\_\_\_)