

TENDER FOR SUPPLY OF INSECTICIDES/ FUNGICIDES/ WEEDICIDES.

Tender Sr. No.

Price: Rs.1000.00

Issued to _____

Money receipt DD No. _____ Date _____

**TENDER FORM FOR SUPPLY OF SUPPLY OF INSECTICIDES/ FUNGICIDES/
WEEDICIDES FOR THE FINANCIAL YEAR 2011-2012.**

To,
The Tender Coordinator &
Head,
Department of Entomology,
Dr. Panjabrao Deshmukh Krishi Vidyapeeth.,
P.O. Krishi Nagar Akola – 444 104 (M.S)

Dear Sir,

1. In respect to the tender notice published in the daily newspaper _____ dated _____ or at web site <http://pdkv.mah.nic.in>. I/We submit herewith the tender form for the supply of insecticides/ Fungicides/Weedicides.
2. I/We have thoroughly examined and understood the terms and conditions of the tender mentioned in Appendix – I and I/We agreed to abide by them in full.
3. I/We offer to undertake the supply of insecticides/ fungicides/weedicides and quoted the rates inclusive of all taxes, freight etc as given in Appendix – II. It is agreed that no additional charges other than those mentioned in Appendix – II would be payable to me/us.
4. I/We accept that the rates offered shall remain valid for a period up to **30.6.2012** from the date of execution of agreement. I/We further agreed that if the date up to which the offer would remain open be declared as holiday for office, then offer will remain open for acceptance till next working day.
5. I/We shall be bound by communication of acceptance of the offer, dispatched within prescribed time.
6. I/We accept that the rights to accept or reject whole or part of the tender without assigning any reason is reserved with the University. The decision of the University will be final and shall be binding on me/us.
7. As required by the terms and conditions of the tender an amount of Rs. _____ (1% of the estimated cost of the items tendered) of Appendix –II paid by me/us as Earnest Money Deposit (E.M.D) through **Demand Draft (DD) of any Nationalized Bank or Bankers Cheque (for local parties only)** payable at State Bank of India, Dr. PDKV, Akola Branch No. 2171, Akola bearing No. _____ dated _____ in favour of **Head, Department of Entomology, Dr. PDKV, Akola. Payment of EMD in any other form will not be accepted.**
8. I/We agreed to undertake to supply the insecticides/ fungicides/ weedicides at location of the office mentioned in the final supply order and as per the specification of the final

orders within six weeks from the date of supply order or the date specified in the supply order.

9. I/We also agreed to undertake supply of insecticides/ fungicides/ weedicides to other offices of the University spread over Akola region under same terms and conditions against the supply orders.
- 10. As per the terms and conditions Part – I of Appendix-I, I/We are submitting my/our offer in two sealed envelopes enclosed in envelope No.3. Envelope No.1 contents documents as per the condition Sr. No. 9 of Part –I of Appendix –I. EnvelopeNo.2, includes rates quoted by me/us in Appendix-II.**
11. I/We also agreed that University has full rights to open/consider the second envelope if and only if University satisfied with information contents in envelope No.1. the decision of the University regarding this will be final and will be binding on me/us.
12. I/We hereby declare that the entries made in this tender form, i.e. in Part –II of Appendix – I and Appendix – II are binding on me/us. I/We shall be bound by the Act to my/our authorized representative duly constituted Attorney Shri. _____ whose signature is appended hereto in the place specified for the purpose and of any other person who in future may be appointed by me/us in his place to carry on the business of this concern/agency/firm. The intimation of the change will be given to the Chairman, Central Purchase Committee, Head, Department of Horticulture and Associate dean, College of Horticulture, Dr. PDKV, Akola.
13. Copy of the Shop Act and License for selling from Competent Authority.

The following documents duly filled in and signed are enclosed along with the tender. The part 1 of the Appendix being the terms and conditions is retained by me/us for my/our information and record.

Place:

Yours faithfully

Date:

Signature of the Supplier

Capacity in which signing: _____

Name and Address of the firm/supplier/tenderer: _____

Registration No. of the Supplier/Tenderer: _____

List of documents (Checklist)

- i) Tender Form
- ii) Demand Draft (for EMD)
- iii) Sale Tax Registration Certificate/Sale Tax return Certificate
- iv) Copy of certificate as Manufacturer/Authorized supplier
- v) Copy of Shop Act and License for Selling
- vi) Photocopy of exemption certificate for EMD (if applicable)
- vii) Part II of Appendix –I

Bank Draft No. _____ Date _____ Rs. _____

Signature of constituted Attorney/
Authorized representative.

Signature _____ Date: _____

Name and Address: _____

APPENDIX-I

Terms and conditions governing “ for supply of insecticides/ fungicides/ weedicides.

Part-I

1. Sealed tenders are invited from manufacturers /authorized dealers of manufactures/authorized suppliers/dealers of overseas who are willing to undertake supply of Insecticides/ fungicides/ weedicides per the specifications mentioned in Appendix-II during 10.30 hrs to 17.30 hrs on working days and upto 14.00 hrs on last date i.e. **15.9.2011** Tenders received late in person/by post will not be considered. The tenders will be opened on **17.9.11** at 11.00 hrs in the presence of the intending suppliers/representatives who may desire to attend in the **office of Associate Dean, College of Horticulture, Dr P.D.K.V., Akola..**
2. The rates both in words and figures without any corrections or over writing should be quoted in Appendix-II for each individual item separately. Any over writing or rewriting should be duly countersigned. **The rates must be valid up to June 30 , 2012.**
3. The intending suppliers shall also have to mention, the detailed specifications, name of manufacturer, for which the rates are quoted. The absence of the above original documents, the item(s) offered will not be considered.
4. **The preference will be given to the items bearing ISI/ISO quality control make for all the packaging of insecticides/ fungicides/ weedicides.**
5. The tenderer must enclose adequate documents to prove their authorization claims, the authority letter should include the details of principle supplier/manufacturer regarding their full address, contact person, e-mail address, fax no. and address of the website and if not enclosed this, University reserved the rights to accept or reject tenders of these agencies. The decision of the University regarding this will be final and shall be binding on tenderer.
6. Tenderer will have to supply Insecticides/ fungicides/ weedicides per the Appendix-II. University will not accept other than those mentioned items.
7. The date of expiry of Insecticides/ fungicides/ weedicides may be indicated clearly. The expiry date should be at least two years from the actual date of supply o f items.
8. Loose and leaked containers of any item will not be accepted by any office.
9. The tenderer should submit his offer in two separate envelops i.e. in first envelop with superscription “**TENDER FOR SUPPLY OF Insecticides/ fungicides/ weedicides (TECHNICAL INFOEMATION) ENVELOP NO. 1.**”
 - a) D.D. for E.M.D (Should be 1% of the cost of total Tendered item(s). In case of EMD exemption relevant certificate be enclosed)
 - b) Sale Tax (VAT No.) Registration certificate/Sale Tax Return certificate /TIN No.
 - c) Copies of principal Certificate of the items offered and License for Sale.
 - d) Certificate of Sole Manufactures/Authorized dealers of manufacturers/authorized supplier/dealers of overseas.

e) Part-II of Appendix –I dully filled.

(Important: Above (a) to (e) documents if not enclosed the Envelop No.2 will not be opened)

- 10. The tenderer should provide the rates quoted only in Appendix –II in second envelop with superscription “TENDER FOR SUPPLY OF INSECTICIDES/ FUNGICIDES/ WEEDICIDES (RATES) ENVELOPE NO. 2**
- 11. Enclose sealed envelope No. 1 and 2 in envelope No. 3 with superscription “TENDER FOR SUPPLY OF INSECTICIDES/ FUNGICIDES/ WEEDICIDES AND BE SUBMITTED TO THE UNDERSIGNED.**
- 12. The intending supplier should quote the rates inclusive of all expenses, charges, taxes, duties, transportation, packaging and forwarding, insurance etc. All “Inclusive” (in prescribed format enclosed with this tender form) with free delivery as mentioned in Appendix –II at respective offices/units of the University.** However, the Octroi will be over and above this, if applicable. The Insecticides/ fungicides/ weedicides will have to be supplied as per supply order. In case the tenderer requires more time than as stipulated above for effecting actual supply of a particular item shall specifically mention in the tender form.
13. Undersigned will reserve full rights to open/consider the second envelope if only if University is satisfied with information contents in envelop No.1. The decision of the University regarding this will be final and shall be binding on tenderer.
14. The supplier will have to supply, in full the items as per the order to different offices/units of the University located any where in Akola region till date of validity of rates.
15. This University do have exemption in octroi and excise duty, the certificate will be provided along with the supply order if necessary.
16. The tenderer shall have to deposit Earnest Money Deposit (E.M.D) 1% of cost tendered through **Demand Draft (Nationalized Bank Only) or Bankers Cheque (for local parties only)** drawn on State Bank of India, Dr. PDKV, Branch Akola (**Branch No. 2171**), payable to **Head, Department of Entomology, Dr. PDKV, Akola** and the same should be enclosed in the envelope No.1 of the tender. The tender without EMD or less EMD will not be considered if the tenderer having exception for EMD, he should enclose the copy of the certificate and be produce original for verification on the date of opening of the tender or within a week period thereafter. The amount of EMD will be refunded in case of unsuccessful tenderer on submission of application with Money Receipt in original soon after the final decision. In case of successful tender it will be refunded on production of original receipt after completion of validity period of the agreement to be executed between the tenderer and the Head, Department of Horticulture, Dr. PDKV, Akola. The University will not make any payment towards interest on such deposits.
17. The Specimen of “Agreement Bond” will be provided along with letter of acceptance to the tenderer whose rates are accepted by the University. The tenderer shall have to execute agreement in the prescribed form on stamp paper costing to Rs. 100/- or fixing court fee stamp on agreement paper, which should be submitted to this office ordering supply with specified time. The agreement received under seal and the

signature of the tenderer will become legal agreement between the tenderer and the University, which will be binding on tenderer with in Akola jurisdiction.

18. Tenderer at the time of final order/agreement will have to furnish security deposit @ 3% of total cost of the items accepted and ordered for supply by the University as offered in the tender either through Demand Draft or Cheque in favour of the concerned office, Dr. P.D.K.V., Akola.
19. The amount of security deposit without any interest there on will be returned to the tenderer after 12 months or the expiry of the warranty period which ever is later from the date of supply, subject to the surrender of money receipt in original in respective office.
20. If the tenderer fails to comply with the supply order within the specified period his order will be cancelled and EMD will be forfeited.
21. The quantity mentioned in Appendix-II of this tender is subject to variation according to actual requirement of this University. The quantity may vary in case of competitive market rates. The right to enhance or reduce the quantity if any tendered item(s) and right accept/reject whole or part of the tender, without assigning any reason, whatsoever, is reserved by the undersigned. The decision of the undersigned shall be final and it shall be binding on the tenderer.
22. On acceptance of the rates as per the approved tender, the supply order will be placed by respective Head of the office of University.
23. As soon as the tenderer delivers the tender in the office of the undersigned, it shall be binding on him and he shall not be able to withdraw or amend the offer.
24. The respective Head of the offices also reserves the right to accept or reject the supplies in full, which do not strictly stick up to the specifications.
25. The tenderer are bound to supply only genuine items of the make/specifications etc. tendered by him/it and ordered for supply by the University/offices under it shall be liberty to ask for production of sufficient proof that the manufacturer is rendering adequate business support to the tenderer/supplier or University have the right to get satisfied approaching the manufacturer without noticing to the tenderer for genuinity of items and authority to supplier.
26. The undersigned reserves the right to accept or reject any item under the same terms and conditions and same price quoted by tenderer in Appendix-II.
27. In case of poor response from the supplier, from the first call, the items of poor response will be retendered if necessary.
28. Final payment of items will be made only after complete supply as per the supply order at the respective department of the University.
29. The credit bill should be presented in triplicate in the name of respective authority as quoted in final supply order. For any delay in payment (interest or any other kind of compensation) the University will not make any extra payments. This contract will be governed as per the terms and conditions mentioned above, agreement made and the provisions contained in M.A.U. Account code, 1991. Delay in supply with in the

prescribed time limit or the extended time limit, making of supplies not up to the standard specifications and performance or non observance or non-acceptance of these terms and conditions by the tenderers shall constitute breach of contract and the security deposit or any other deposit of the tenderer shall be forfeited by the University, besides other actions or reduction bills of supplies and/or other legal actions and finally the decision of the University shall be binding on the tenderer.

30. Every page to tender should be numbered and signed with the seal by the tenderer.
31. The right to accept or reject whole part of the tender or all tenders without assigning any reasons thereof is reserved by the University.

Encls: 1) Part-II of Appendix-I
2) Schedule of supplies in Appendix –II

Place: Akola

Date:

**Tender Coordinator (Insecticide/Pesticides) and
Head
Department of Entomology
Dr. PDKV, Akola**

We have accepted above terms and conditions and agreed to abide by them.

Signature with the seal of the tenderer: _____

Capacity in which signing: _____

Name and Address of the firm/supplier/tenderer: _____

Registration No. of the Supplier/Tenderer: _____

Part – II

Undertaking to be given by the tenderer for “for supply of insecticides/ fungicides/ weedicides”

Whereas, The Head, Department of Entomology, Dr. PDKV, Akola has called tenders for supplies as per the enclosed Appendix-II.

I/We hereby offer our tender at the rates given in the enclosed Appendix –II duly filled in and signed by me/us and hereby also affix my/our signature(s) below this tender voluntary and full acceptance of all the terms and conditions of this tender, which shall be the agreement between the above tender calling authority and myself/us.

Enclosed: Appendix-II.

Signature of the supplier: _____

Name of the supplier: _____

Capacity in which signing: _____

Full address of the Supplier with Seal/Stamps: _____

Place:

Date:

APPENDIX - II

**Form of Tender rate quoted by me/us for supply of Insecticides/ fungicides/ weedicides to the officers under Dr. PDKV, Akola
(as per serial No.12 in Appendix -I)**

Sr. No.	Particulars of product packing specifications	Approximate quantity required	Name of Manufacturer Trade Name of product for which rates are quoted (Specification*)	Rates in Rs. Including all Taxes & duties etc., packing per unit	Date of expiry of material for which rates are quoted	Whether bears ISI mark	Cost of Insecticides/ fungicide/ weedicide (in Rs.)	Remarks
1	2	3	4	5	6	7	8	9

*** If the specification mentioned by the tenderer is deviated from the specification proposed by the University, tenderer have to give compliances in prescribed format given below.**

PROFORMA

INFORMATION REGARDING SPECIFICATION COMPLIANCES

Name of tenderer: _____

Sr. No	Sr. No. and Name of item included in tender enquiry/form	Specification/part of specification in the tender form of the University for which tenderer has offered differently	Specification/part of specification that the tenderer had offered differently	How the different specification is suitable for the untended use by the University