



# The West Assam Milk Producers' Co-operative Union Ltd.

## PURABI DAIRY

### REQUEST FOR QUOTATION (RFQ)

Ref No: WAMUL/APART/AI/LN2/Transport/21-22

Dated: 28-08-2021

Government of Assam (GoA), through the Government of India has received a line of credit for US\$200 million from the World Bank (W.B.) for implementation of the Assam Agribusiness & Rural Transformation Project (APART). The proposed Project Development Objective is to -increase value-added and improve resilience in the production and processing of selected agriculture commodities, focusing on small farmers and agro-entrepreneurs in targeted districts.

The APART Project in Assam state is being implemented by ARIAS Society, which is an autonomous society registered under the Societies Registration Act and the project is being implemented by various line department/agencies of Govt. of Assam.

West Assam Milk Producers Cooperative Union Limited (WAMUL) is an implementing agency for the Dairy Formal Milk sector under the APART project and intends to utilize a part of the credit towards procuring goods for implementing activities under the Dairy Formal Milk sector.

WAMUL invites Quotations in sealed envelopes from eligible bidders for providing pickup vehicles on daily basis as per annexure-1 the specification & other terms and conditions are as detailed below:

Sl No	Brief Description of Service	District/Zone of Operation	Period	Total Requirement
1	Hiring of Vehicles on daily basis for distribution of Liquid Nitrogen and AI Accessories.	Kamrup Zone	As and when required. (Annual Rate Contract)	1 Nos
2		Barpeta Zone		1 Nos
3		Jorhat Zone		1 Nos
4		Nagaon-Morigaon Zone		1 Nos

Schedule of bidding: The bidding shall be done on the basis of two envelopes (technical and financial envelopes), single stage tendering process and shall be having the following timelines:

Sl. No.	Particulars	Date	Time
1.	Commencement of bid publishing	28/08/2021	14.00 hrs.
2.	Last date of submission of technical and financial bids	18/09/2021	12.00 hrs.
3.	Date of technical bid opening	18/09/2021	13.00 hrs.

## **Terms and Conditions for Request for Quotation (RFQ)**

### **1. Eligibility criteria of the bidder**

- 1.1. The Bidder should have completed at least 2 contracts for transportation services in the last 3 financial years. (Relevant Documents Required: Client list, relevant PO copies, Bills, Invoices etc.
- 1.2. Should have been in the business for minimum 3 years.
- 1.3. The bidder financial turnover in each of the last three financial years ending 31<sup>st</sup> March i.e. FY: 2017-18 2018-19, 2019-20 and 2018-19, 2019-20, 2020-21 will be considered) should be equal or more then. Rs.17 Lacs. (Audited balance sheet and Chartered Accountant certified copy to be enclosed as per the specific format)
- 1.4 The vehicle should be fitted with a working GPS Module.
- 1.5 The Vehicles must have necessary permit(s) as required under Motor Vehicle Act or any other regulation(s), rules, laws etc. of the statutory Govt authority to run as hired vehicles in Assam. Pollution Testing Certificate, Insurance, Registration Certificate (RC), Fitness Certificate to be enclosed
- 1.6 PAN Card Xerox copy, and GST Registration Certificate to be enclosed.

### **2. Scope of Work**

- 2.1 Maintenance of the vehicle shall be provided by the contractor/service provider at his own cost to keep the vehicles in sound mechanical condition and physical conditions
  - 2.2 Employment of driver and payment of wages to the driver of the vehicles provided against the contract shall be in sole responsibility of the service provider, the rate quoted shall deem to include all associated costs for salary/wage, statutory dues, accommodation and local conveyance driver engaged by the service provider. No Additional amount shall be payable on such account.
  - 2.3 The vehicle will be parked at the place of work i.e. Veterinary Executive Office/Area Coordinators Office as per convenience of the project objective.
  - 2.4 An alternate vehicle shall be ready for immediate replacement if the existing vehicle faces and breakdown
  - 2.5 In extreme cases of the service provider failing to provide transportation, WAMUL may make alternate arrangements at the risk, cost and responsibility of the service provider. Repetition of such cases of failure for more the 3 times during the period of the contract shall make the contract liable to be terminated with forfeiture of the security deposit.
  - 2.6 Maintenance of updated Vehicle documentation including payment of road tax, vehicle statutory requirements, vehicle and statutory insurance etc. will be sole responsibility of the vehicle owner/agency
- 3. Earnest Money Deposit (EMD):** EMD amounting to Rs.33,900./- shall be submitted through demand draft in the name of "The West Assam Milk Producers Cooperative Union Ltd"

Bid submitted without the requisite EMD shall be summarily rejected. No Interest shall be paid by WAMUL on the EMD amount deposited by the bidders

**4. Performance Security** The successful bidders shall furnish to the WAMUL a performance security @10% of the bid value in the form of Bank Guarantee or a Bank Draft from any Nationalized/Scheduled Bank in favor of "The West Assam Milk Producers Cooperative Union Limited, Juripar, Panjabari, Guwahati-781037" within 60 days of initiating the service and shall be valid till the contract completion period .The Performance Security furnished by the successful bidder will be retained by the office up to the entire contract period and returned within 60 days of expiry of the contract. The PBG held by the office till it is returned to the successful bidder will not earn any interest.

Failure of the successful bidder to furnish Performance Security within the period stipulated shall constitute sufficient ground for annulment of award and the Office may make the award to the next lowest evaluated bidder. The Performance bank Guarantee Format is enclosed at Annexure III.

**5. Validity of the Quotation:** Quotation must be valid for 120 days from the due date of Submission .The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

**6. Completion Time:** 1 Year Annual Rate Contract (on as and when required hire basis)

## 7. Price Bid

7.1. The Prices shall be quoted in Indian Rupees only

7.2. No price negotiating will be done with any bidder, the purchase order will be issued to the lowest responsive bidder.

7.3. Each bidder shall submit only one quotation. Bidder shall not contact other Bidders in matters relating to this Quotation

**8. Terms of Payment:** Payment for hiring, Toll and fuel charges of vehicles will be done based on actual number of days of services and actual distance travelled. Rate of fuel will be actual prevailing rate of fuel on the date of journey. Payment shall be made within 30 days upon submission of bills on monthly basis. Payments shall be subject to tax deducted at source as applicable.

**9. Liquidated Damages:** N/A

## 10. Evaluation of Quotations and Award of Contract:

10.1. The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and Conform to the terms and conditions, and specifications

10.2 The quotation would be evaluated separately for each operational zone under this RFQ.

10.3 GST, charges in connection with the services shall be taken into account in evaluation.

10.4 The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

10.5 No price negotiation will be done with any bidder. The purchase order will be issued to the lowest responsive bidder

10.6 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

10.7. The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order.

**11. Cancellation of Contract:** WAMUL shall be free to cancel the order either in full or in part, in the case of non-delivery of material/non completion of installation within the stipulated delivery period.

**12. Rejection:** WAMUL reserves the right to reject the goods either in part or full if at the time of delivery, it is noticed that the goods supplied do not conform to the specifications/description given in the purchase order

**13. Bidder:** should submit: Self attested copy of PAN, Self-attested copy of GST, Self-attested copy of Trade License, Bank Account details on letterhead of the firm, contact details

**14.** For any dispute/legal issues, the jurisdiction is at Guwahati Only.

Quotation can be submitted in person on or before the due date and time specified above. Such quotation should be dropped in the tender box only kept at the Office of the "West Assam Milk Producers Cooperative Union Limited, Juripar, Panjabari-Guwahati-781037"

Alternatively, the bidder can submit the quotation by registered post so as to reach the above address on or before the due date and time specified above. Quotation received after due date and time will not be considered and WAMUL shall not be liable or responsible for any postal delays.

The completed RFQ document duly signed on all the scanned signed pages by WAMUL should be submitted by the bidder along with the offer letter.



  
Managing Director  
West Assam Milk Producers Cooperative Union Ltd



## Technical Specification and Zone details

### Liquid Nitrogen & AI Accessories Transportation under APART Project

Zone No.	1 <sup>st</sup> Zone	2 <sup>nd</sup> Zone	3 <sup>rd</sup> Zone	4 <sup>th</sup> Zone
<b>District Name</b>	Barpeta	Kamrup	Jorhat	Nagaon-Morigaon
<b>Load Capacity</b>	1.50 MT	1.50 MT	1.50 MT	1.50 MT
<b>Type of Vehicle</b>	Mahindra Bolero Pick up/ Tata Pick up van/ Ashok Leyland-Dost	Mahindra Bolero Pick up/ Tata Pick up van/ Ashok Leyland-Dost	Mahindra Bolero Pick up/ Tata Pick up van/ Ashok Leyland-Dost	Mahindra Bolero Pick up/ Tata Pick up van/ Ashok Leyland-Dost
<b>Estimated no. of days of hiring **</b>	24	24	20	24
<b>Estimated monthly distance **</b>	3700	3500	3600	3800
<p><b>** Note:</b> The estimated days of hiring and estimated distance covered are provided only for tender evaluation. The actual number of days of hiring and distance travelled may vary on either side to any extent. Payment shall be made on actual no. of days of hiring and distance travelled in a month.</p>				





Annexure 2

FORMAT OF QUOTATION FOR PROVIDING TRANSPORT SERVICE

1. Name of Agency/Company/ Transporter :
2. Name of Owner / Proprietor/Partner/Director :
3. Address of Agency/company/Transporter :
4. Contact Telephone /Mobile :
5. Email address :

ZONE-1 (Barpeta)			
Details of Hired Vehicles (Make/ Model/ Regn No.)	Daily hire charges (Rs. per day)	Mileage (Km per Ltr Diesel)	Remarks, if any

ZONE-2 (Kamrup)			
Details of Hired Vehicles (Make/ Model/ Regn No.)	Daily hire charges (Rs. per day)	Mileage (Km per Ltr Diesel)	Remarks, if any

ZONE-3 (Jorhat)			
Details of Hired Vehicles (Make/ Model/ Regn No.)	Daily hire charges (Rs. per day)	Mileage (Km per Ltr Diesel)	Remarks, if any

ZONE-4 (Nagaon-Morigaon)			
Details of Hired Vehicles (Make/ Model/ Regn No.)	Daily hire charges (Rs. per day)	Mileage (Km per Ltr Diesel)	Remarks, if any

6. Registration/Trade License/PAN/GST No of Agency/ Company :
7. Details of Current Engagement (Supported by Documents/Order) :
8. Quotation shall be submitted with above mentioned format:
9. Incomplete form will be rejected. Company reserves the right to reject any or total applications without assigning any reason.



**Annexure-III**

**Performance Bank Guarantee - Bank Guarantee**

*[Guarantor letterhead or SWIFT identifier code]*

Performance Guarantee No.....*[insert guarantee reference number]*

Date.....*[insert date of issue of the guarantee]*

To: \_\_\_\_\_ *[name of Purchaser]*

\_\_\_\_\_ *[address of Purchaser]*

WHEREAS \_\_\_\_\_ *[name and address of Supplier<sup>1</sup>]* (hereinafter called "the Applicant") has undertaken, in pursuance of Contract No. \_\_\_\_\_ dated \_\_\_\_\_ to execute \_\_\_\_\_ *[name of Contract and brief description of Goods and related Services]* (hereinafter called "the Contract");

AND WHEREAS it has been stipulated by you in the said Contract that the Applicant shall furnish you with a Bank Guarantee by a recognized nationalised bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Applicant such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Applicant, up to a total of \_\_\_\_\_ *[amount of guarantee<sup>2</sup>]* \_\_\_\_\_ *[in words]*, such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of \_\_\_\_\_ *[amount of guarantee]* as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

\_\_\_\_\_

*Handwritten signature*



We hereby waive the necessity of your demanding the said debt from the Applicant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Goods and related Services to be supplied thereunder or of any of the Contract documents which may be made between you and the Applicant shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until ..... (i.e.) 60 days following the Completion date of the Contract including any warranty obligations, and any demand for payment under it must be received by us at this office on./ or before that date.

Signature and seal of the guarantor \_\_\_\_\_

Name of Bank \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

**Note: All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.**



**Annexure-IV**

**Letter Pad of CA Firm**

Standard format

**TO WHOMSOEVER IT MAY CONCERN**

We..... based on audited books of accounts for the financial year 2017-18, 2018-19, 2019-20 and verification of documents ,records and information provided to us by the Management of

....., having its registered office at.....

..... Confirm the following:

Sl No	Financial Year	Turnover (Rs.)
1	2017-18/18-19	
2	2018-19/19-20	
3	2019-20/20-21	

Date:

Signature

Place

Seal/Stamp of CA Firm

