

# BAIF Development Research Foundation

BAIF-MITTRA Bhavan, Opp. Niwas Homes, Behind Bodhale Nagar, Nashik-Pune Road, Nashik 422011  
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## **TENDER FOR QUOTATIONS FOR ANNUAL RATE CONTRACT OF VEHICLE HIRING FOR LN2, SEMEN, MINERAL MIXTURE SUPPLY FOR THE PERIOD 1<sup>st</sup> APRIL 2023 TO 31<sup>st</sup> MARCH 2024**

O. No. O.NO. BAIF/NASHIK/ 80/2023

Date.07.03.23

You are invited to submit your most competitive quotation for the following products:

Brief Description of the Product	Approx Quantity required Km Per	Place of Delivery
<b><u>VEHICLE HIRING FOR LN2, SEMEN, MINERAL MIXTURE SUPPLY</u></b> Tata Eicher/Ashok Leyland make 19 feet long. <b>Documents Required</b> - RC book Insurance Copy, Driving Licence, PAN Card of owner /firm etc. Please quote Rate per km. Material delivery in good condition is the responsibility of the vehicle owner	3 Trips per month 800-1000 km. per Trip 3200 km.	Cattle Development Centres of Ahmednagar, Jalgaon, Beed, Nashik Districts

### **Detailed Description of the Product RATE CONTRACT OF VEHICLE HIRING FOR LN2, SEMEN, MINERAL MIXTURE SUPPLY – As above**

- 1. Quoted Price:**
  - a. The contract shall be valid up to 31.03.24 for the products described above.
  - b. The bidder shall quote for goods / services in the attached format of quotation.
  - c. All duties, taxes, F.O.R. and other levies payable by the bidder shall be included in the goods / services and shall stand final.
  - d. The rates quoted for each good / service shall be fixed for the duration of the contract and shall not be subject to adjustment.
  - e. Corrections if any, shall be made by crossing out, initialing, dating and rewriting.
  - f. The prices shall be quoted in Indian Rupees only.
- 2. Each bidder must submit only one quotation. Bidder shall not contact other bidders on matters related to this Quotation.**
- 3. Validity of Quotations:**

The quotation shall remain valid up to 31.03.24 after the deadline fixed for submission of quotations.

**4. Evaluation of Quotations:**

Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed and conform to the following terms and conditions and specifications.

- a. The evaluation will be done exclusive of GST.
- b. The evaluation would be done for all the goods / services put together. The items for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. We will award the contract to the responsive bidder whose total cost for all the items put together is the lowest.
- c. Compare terms and conditions and specifications.

**5. Award of Contract:**

- a. Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price as per Para 4 (b) above.
  - b. Purchaser prior to the expiry of the validity period of the quotation will notify the bidder whose quotation has been accepted for award of contract. The terms of the accepted offer shall be incorporated in the Purchase Order or Work Order.
  - c. Notwithstanding the above, purchaser reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations any time prior to the award of the contract.
6. Payment shall be made after 15 days of delivery of goods.
7. Normal commercial guarantee / warranty shall be applicable to the supplied goods.
- 8. Cost of Procurement Processing:**

The bidder shall pay the "Tender Fee" of Rs. 500/- only through "SB Collect" system. Detailed process is enclosed as Annexure before submission of Bid. Mention Transaction No. and date while submitting Bid/Quotation.

**9. Earnest Money Deposit:**

EMD for this tender will be 2% of the total quoted cost. BAIF Nashik will compare all bids and the Purchase Committee will award a contract to L1. L1 will be informed of selection of supply of goods/ services by E-mail. L1 has to transfer EMD amount within 2 working days and provide Transaction No. and date by return E-mail. After confirmation of EMD amount deposit in BAIF bank account, BAIF will issue a Purchase Order / Work Order. In case of failure to pay EMD, BAIF Purchase Committee reserves the right to decide further course of action. The same will be refunded (interest free) after getting the work completion report of the total scope of work or guarantee/warranty period of at least one monsoon season period whichever is applicable. The earnest money shall be liable to be forfeited, if the successful bidder, after submitting the tender rescinds from or modifies the offer after the acceptance of tender.

After acceptance of Work Order/Purchase Order and payment of EMD, if work is not completed or material is not supplied within the validity of the Work Order/Purchase Order, Vendor will not be eligible for refund of EMD and will also not be eligible to participate in future tender process of BAIF for a period of one year.

**10. Submission of Quotations:**

Sealed Envelope mentioning "**RATE CONTRACT OF VEHICLE HIRING FOR LN2, SEMEN, MINERAL MIXTURE SUPPLY -**" on it.

- Transaction No. and Date for payment of tender fee.
- List of Similar Works undertaken with details of clients etc. if any.

- Last date of Submission is 15.03.23 latest by 5.30 pm. *extend 22/3/23*
- Address: Purchase Department, BAIF Development Research Foundation<sup>date</sup>”, BAIF-MITTRA Bhavan, Opp. Niwas Homes, Behind Bodhale Nagar, Nashik-Pune Road, Nashik 422011.

We look forward to receiving your quotations.

**Note:** You have to register your firm on <https://goo.gl/forms/m7lTz2K33q7mGtqx2>

Yours sincerely

*V.B. Dyasa*

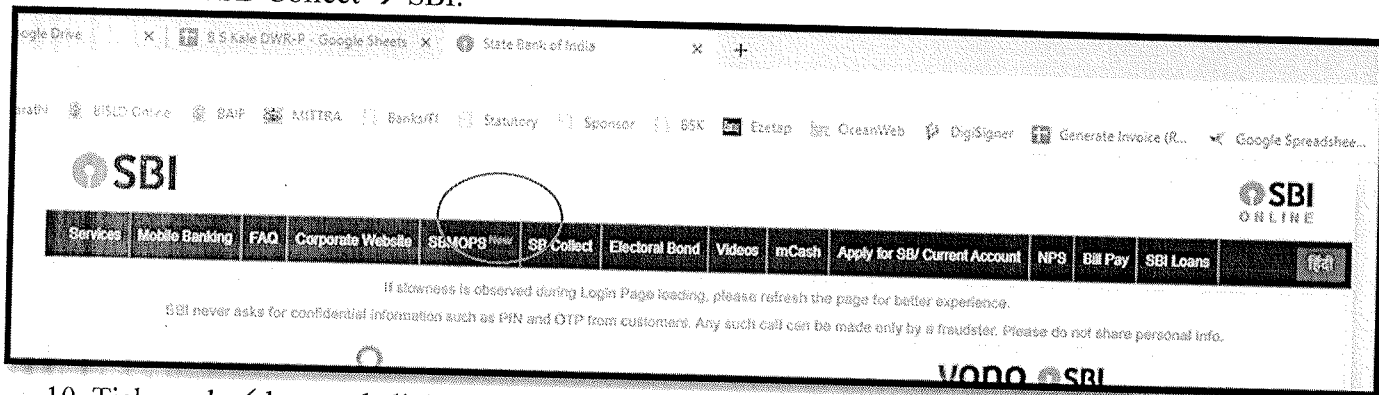
V.B. Dyasa  
Regional Director  
BAIF

**Encl.:** Format of Quotation

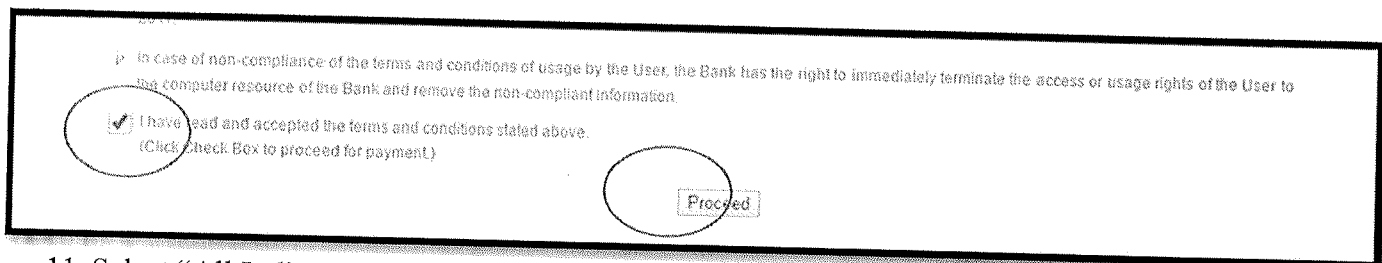
## Annex 1 - SB Collect - for Tender fees and EMD amount Collection.

With immediate effect Tender Fee and EMD Amount collections from bidders / vendors will be as under for all Tenders from BAIF Nashik:

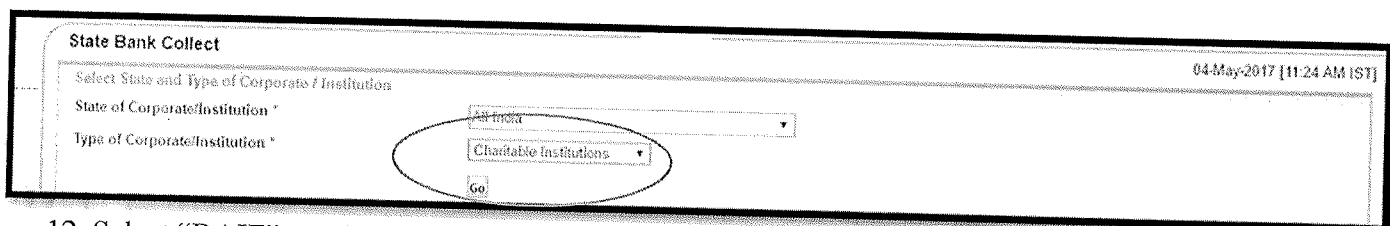
1. No Cash / Cheque will be accepted.
2. Vendor / Bidder who wish to participate in Tender process of BAIF Nashik has to pay the Tender Fee only through the following online process before Tender opening meeting at BAIF Nashik.
3. Purchase Dept. will inform the Vendor about selection as "L1" and then the Vendor has to make online payment of EMD and inform Transaction No. to the Purchase Dept. in Nashik.
4. Purchase Dept. will confirm from Nashik A/c Dept. regarding receipt of amount in BAIF SBI Nashik Bank A/c.
5. Purchase Dept. will issue PO / WO to L1 Vendor
6. Accounts Dept. will issue receipt to all vendors against receipt of Tender Fee and EMD.
7. Vendor / Bidder **may or may not have** bank A/c with State Bank of India i.e. SBI Account holder and SBI non-Account holder will also be allowed to make online payment.
8. Please visit [www.onlinesbi.com](http://www.onlinesbi.com)
9. Click on SB Collect → SBI.



10. Tick mark  box and click on proceed to accept the terms.



11. Select "All India" at State of Corporate and then select "Charitable Institution" at Type of Corporate



12. Select "BAIF" at Charitable Institution

State Bank Collect 20 Jun 2021 (10:14 AM IST)

Select from Charitable Institutions

Charitable Institutions Name \*

\* Mandatory fields are marked with an asterisk (\*)

13. You will see “BAIF” name as a logo **BAIF** with Nashik office Address. Select payment category as “Tender Fee” or “EMD.”
14. A one-page form will open and the concerned vendor has to fill in the required details such as Name of the Firm, Proprietor, Mobile No., E-mail Address, Amount and Name of item / service quoted etc.
15. Confirm the details as above.
16. Vendor / bidder has the following options to make online payment of Tender Fee / EMD
  - a. SBI Net Banking
  - b. Other Bank Net Banking
  - c. Debit Card
  - d. Credit Card
  - e. Prepaid Card
  - f. BHIM UPI
  - g. NEFT / RTGS
17. After making payment, vendor / bidder will receive an online receipt, E-mail from SBI as well as Transaction No. as a confirmation of payment.
18. Vendor / Bidder has to inform “Transaction No.” and “Amount” to Purchase Dept. Nashik immediately through E-mail as well as mention the same while submitting quotation in case of Tender Fee and before receiving PO / WO in case of EMD.

*(To be printed on Pre-numbered Quotation format or if same is not available then on Letterhead with unique number and date)*

**FORMAT OF QUOTATION**

Sr. No.	Description of Goods	Specifications	Qty.	Unit	Quoted Unit Price	Total Amount
		Total				
		Taxes @ .....% (if any)				
		Grand Total				

**Terms and Conditions:**

1. GST Number –
2. Type of GST- Composite / Regular
3. Transport -
4. Validity of Quotation –
5. Warranty / Guarantee –
6. Expiry date of the material (wherever applicable) –
7. Days required to fulfil the order-
8. Damaged material will not be accepted.

Signature with Stamp of Firm  
Name of Authorized signatory