

**BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT**  
**BAIF VRINDAVAN CAMPUS, LACHHAKADI**  
**PO GANGPUR, TAL. VANSDA, NAVSARI 396580**  
**Telephone: 02630-244005**

**INVITATION FOR QUOTATION**

To,

Date: 19/05/2023

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**Sub: INVITATION FOR QUOTATION FOR “Plant Nutrition”**

Dear Sir/Madam,

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

Description of the product	Specifications	Unit	Quantity	Place of Delivery
Water soluble fertilizer	N : 19%, P : 19%, K :19% 1 Kg Packing Make: GSFC	Kg	1000	BAIF Cluster Office Dhamni Vibhag Bagayat Sahkari Mandli At Post Dhamni Charipada Faliyu Tal. Dharampur, Dist. Valsad
			1000	BAIF Cluster Office Ramjibhai Ziparbhai Gavlli's House At Post Bopi Vadpada Faliyu Tal. Dharampur Dist. Valsad
Micronutrient water-soluble fertilizer	Zinc (Zn): 6.0 %, Iron(Fe): 4.0 %, Copper (Cu): 0.5 %, Manganese (Mn): 1.0 %, Boron (B): 0.5%. Micro Mix G-4 ChMake: GSFC	250 gram packet	1000	BAIF Cluster Office Dhamni Vibhag Bagayat Sahkari Mandli At Post Dhamni Charipada Faliyu Tal. Dharampur, Dist. Valsad
			1000	BAIF Cluster Office Ramjibhai Ziparbhai Gavlli's House At. Post Bopi, Vadpada Faliyu Tal. Dharampur, Dist Valsad

- Expected Date of Delivery is within 7 days of issuance of the Purchase Order.

**Detailed Description of the Product: As**

**aboveQuoted Price:**

- i. The contract shall be for full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, writing out a date and re-writing.
  - ii. The party shall quote for goods / services in the attached format of quotation.
  - iii. All duties, taxes and other levies payable on the raw materials and components shall be included in the total price. The rates quoted by the party shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
  - iv. Delivery and transportation at the cost of the party.
  - v. The prices shall be quoted in Indian Rupees only.
  - vi. The party shall submit a sealed quotation.
1. Each party must submit only one quotation. Party shall not contact other parties in matters related to this quotation.
  2. **Validity of Quotation**  
The quotation shall remain valid for a period not less than 30 days after the deadline fixed for submission of quotations.
  3. **Evaluation of Quotations**
    - i. BISLD 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.
    - ii. 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.
    - iii. List of similar works undertaken with details of clients etc. if any should be provided.
    - iv. Contract will be awarded to the responsive party/parties based on technical-cum-commercial grounds.
  4. **Award of contract**
    - i. The contract will be awarded to the party/parties whose quotation has been determined to be substantially responsive and technical specifications and commercial terms best suited to the requirement. BISLD, prior to the expiry of the validity period of the quotation, will notify the party/parties whose quotation has been accepted for the award of contract. The terms of the accepted offer shall be incorporated in the Purchase Order or Work Order. Quotations shall include VAT/CST/PAN Numbers.
    - ii. Notwithstanding the above, BISLD reserves the right to accept or reject any quotation, cancel the procurement process and reject all quotations any time prior to the award of the contract.
    - iii. Rate contract can be entered into for subsequent procurement.
  5. Normal commercial guarantee/warranty shall be applicable to the supplied goods.
  6. **Payment terms:** Within 10 days after delivery receipt of invoice by electronic transfer/Cheque.
  7. Queries pertaining to specifications and scope, if any, may be clarified by contacting the undersigned during office hours.
  8. You are requested to provide your offer on or before **27.05.2023** in the name of **BAIF Institute for Sustainable Livelihoods and Development** at our office in a sealed envelope. You can also send the password-protected pdf document of your quotation on **procurement.sg@baif.org.in**
  9. We look forward to receiving your quotations and thank you for your interest in this project.

**BAIF Institute of Sustainable Livelihoods and Development**

*V. B. Dyasa*

**V. B. Dyasa**  
**Regional Director (BISLD, West Region)**