



BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS & DEVELOPMENT

(State Office :TAMILNADU)

Hous. No:5/268A, BDO Office Backside, Jawalagiri Road , Thally Post
Krishnagiri District – 635118.

E-mail: manikandan.s@baif.org.in, Website: www.bisld.org.in

CIN: U73200PN2012NPL142984



INVITATION FOR QUOTATION

Date: 05.03.2024

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

Brief Description of the Works	Quantity in Units	EVC (Rs. In Lakhs approx.)	Period of Completion
Trench Cum Bund, Bund Strengthening (Seeds& Seedlings), Field Outlet (Excavation, Labor, Stone Cost & Transport Including)	300 Ha (54000Cum)	42 lakhs	Based on Quarterly Plan given by Team (till Sep'24)
Stone Gully Plug (Excavation, Labor, Stone Cost & Transport Including)	90 Units (900 Cum)	13.5 lakhs	Based on Quarterly Plan given by Team (Sep'24)

To assist you in the preparation of your quotation, we are enclosing the following:

- Layout Drawings of the works.
- Detailed Bill of Quantities.
- Instructions to Bidders.
- Draft Contract Agreement format which will be used for finalizing the agreement for this Contract.

You are requested to provide your offer latest by 13.03.2024 before 5:00 PM.

Quotations will be opened in the presence of Bidders or their representatives who choose to attend on 14.03.2024 at 11:00 AM in the office of **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT**, "Kamadhenu", P.B. No.3, Shardanagara, Tiptur 572201, Tumkur Dist.

We look forward to receiving your quotations and thank you for your interest in this project.
For BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT.

B. Shivarudrappa
Regional Director



Instructions to Bidders

1. Scope of Work

BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, Tiptur (EMPLOYER) invites quotations for the works as detailed in the table given below.

Brief Description of the Works	Quantity in Units	EVC (Rs. In Lakhs approx.)	Period of Completion
Trench Cum Bund, Bund Strengthening (Seeds& Seedlings), Field Outlet (Excavation, Labour, Stone Cost & Transport Including)	300 Ha (54000Cum)	42 lakhs	Based on Quarterly Plan given by Team (till Sep'24)
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The successful bidder will be expected to complete the works by the intended completion period specified above.

2. Qualification of the bidder:

- Financial turnover not less than Rs.40 Lakh OR
- Satisfactorily completed as prime contractor (or as a sub-contractor duly certified by the employer/main contractor) at least one similar work of value not less than Rs.30 Lakh OR satisfactorily completed as prime contractor (or as a sub-contractor duly certified by the employer/main contractor) at least two similar works of value not less than Rs.15 Lakh.
- The following work will be considered as similar - Civil, structural works for RCC Frame Structures and Industrial Sheds. The bidders should produce latest valid GST, Income tax clearance certificate and contractor license.

3. Bid Price

- The contract shall be for the entire works as described in the Bill of quantities, drawings and technical specifications. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- All duties, taxes, and other levies payable by the contractor under the contract shall be included in the total price.
- 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.
- The rates should be quoted in Indian Rupees only.

4. Submission of Quotations

- The bidder is advised to visit the site of works at his own expense and obtain all information that may be necessary for preparing the quotation.
- Each bidder shall submit only one quotation.
- The quotation submitted by the bidder shall comprise of the following:-

1. Quotation in the format given in Annexure I
2. Signed Bill of Quantities as per Annexure II; and
3. Audited financial statement and work completion report from the concerned authorities as proof for items mentioned in clause 2(a) and 2(b).
4. GST & Income tax clearance certificate and contractor license valid as on date

d) Quotations must be received in the office of **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, SHARADANAGARA, TIPTUR** not later than the time and date given in the letter of invitation. If the specified date is declared a holiday, quotations shall be received up to the appointed time on the next working day.

e) Any quotation received by **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT – KARNATAKA, Tiptur**, after the deadline for submission of quotations will be rejected and returned unopened to the bidder.

f) Quotation should be addressed to **BAIF / BISLD Karnataka “Kamadhenu” P.B. No. 3, Sharadanagara, Tiptur 572201 Karnataka Telephone: 08134-250658 / 251337**

E-mail: bisld.karnataka@baif.org.in

manikandan.s@baif.org.in

5. Validity of Quotation

Quotation shall remain valid for a period up to Oct'24.

6. Opening of Quotations

Quotations will be opened in the presence of bidders or their representatives who choose to attend on the date and time and at the place specified in the letter of invitation.

7. Information relating to evaluation of quotations and recommendations for the award of contract shall not be disclosed to bidders or any other persons not officially concerned with the process until the award to the successful bidder is announced.

8. Evaluation of Quotations

The Employer will evaluate and compare the quotations determined to be substantially responsive i.e. which

- a) Meet the qualification criteria specified in clause 2 above.
- b) Are properly signed; and
- c) Conform to the terms and conditions, specifications and drawings without material deviations.

9. Award of contract

The Employer will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered among the lowest three evaluated quotation prices, who meets the specified qualification criteria and who agrees comprehensively to all the terms and conditions mentioned in this document and agrees to enter into an agreement as given below. NGST will reserve the rights for the finalization of bidders amongst the lowest three bidders.

The party whose quotation is accepted will be notified of the award of the contract by the Employer prior to the expiry of the validity period of the quotation. The terms of the accepted offer shall be incorporated in the Purchase Order.

- a. The contract may be given to more than one bidder/s as found suitable if they agree to provide the material at the least price offered.

- b. The contract shall be terminated any time if the quality of material delivered, the scope of work and specifications are not found to be satisfactory. The payment for work done till date shall be released in favour of the bidder, only after satisfactory inspection by NGST.
- c. Arrangement of water and electric power and any other machine and equipment (cranes and excavators) necessarily required for installation, transportation and handling, etc. will be in bidders' scope. Bidders are requested to include all such costs.
- d. The bidder shall submit a work completion report mentioning the amount of work done.

10. Notwithstanding the above, the Employer 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 contract.

11. The bidder whose bid is accepted will be notified of the award of contract by the Employer prior to expiry of the validity period of the quotation.

12. Bid security of unsuccessful bidders will be refunded prior to expiry of the validity period of the quotation.

13. Performance Security

Within 15 days of receiving letter of acceptance, the successful bidder shall deliver to **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, Sharadanagara, Tiptur**, the performance security (either a bank guarantee or a bank draft in favour of **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, Sharadanagara, Tiptur 572201**), for an amount equivalent of 2% of the contract price. The Performance Security shall be valid till the expiry of the period of maintenance of the work, specified in clause 14.

14. Period of Maintenance:

The "Period of Maintenance" for the work is **Twelve months** from the date of taking over possession or one full monsoon season whichever occurs later. During the period of maintenance, the contractor will be responsible for rectifying any defects in construction free of cost to the Employer.

15. Purchase of all construction materials including cement and steel as per the specifications (ISI certification marked goods wherever available) shall be the responsibility of the contractor.

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FORMAT OF QUOTATION :

Sl.No	Particulars of Work	Units	Rate per Unit
1	a.Trench Cum Bund	Cum	
	b.Field Outlet	Cum	
	c.Bund Strengthening with seed or seedlings along the bund ways	Ha	
2	Stone Gully Plug	Cum	

QUOTATION

To:

BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT
Sharadanagara, Tiptur 572201

Subject: Quotation for Trench Cum Bund & Stone Gully Plug Activities in Madakkal Panchayat – Krishnagiri District, Tamil Nadu

Reference: Request for quotation dated 05-03-2024 from BAIF Institute for Sustainable Livelihood Development – Karnataka, Sharada Nagar, Tiptur 572201, Tumkur District,

Sir,

We offer to execute the Works described in your letter referred to above in accordance with the Conditions of Contract enclosed therewith for a total Contract Price of Rs. _____ (as per details of work specifications given in Annexure II attached herewith)

[in figures]

Rs. _____ [in words] including taxes.

This quotation and your written acceptance of it shall constitute a binding contract between us. We understand that you are not bound to accept the lowest or any quotation you receive.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

We hereby confirm that this quotation is valid for 45 days as required in Clause 5 of the Instructions to Bidders.

Yours faithfully,

Date: _____

Authorized Signature :

Name & Title of Signatory : _____

Name of Bidder : _____

Address : _____

**LETTER OF ACCEPTANCE (ON LETTERHEAD OF THE
EMPLOYER)-CUM-NOTICE TO PROCEED WITH THE
WORK**

Dated: _____

To: _____ [Name and Address of the Contractor]

Dear Sirs,

This is to notify you that your Quotation dated _____ for execution of the
_____ for the contract
price of Rupees _____ [Amount
in words and figures], is hereby accepted by us.

You are hereby requested to furnish performance security for an amount of
Rs. _____ (equivalent to 2% of the contract price) within 15 days of the
receipt of the letter. The Performance Security in the form of Bank guarantee or a Bank draft
in favour of (Employer) shall be valid till the expiry of
the period of maintenance i.e. up to Failure to furnish the
Performance Security will entail cancellation of the award of contract.

You are also requested to sign the agreement form and proceed with the work not later than
_____ under the instructions of the Engineer,
_____ and ensure its completion within the contract period.

With the issuance of this acceptance letter and your furnishing the Performance Security,
contract for the above said work stands concluded.

Yours faithfully

Authorized Signature
Name and title of Signatory