

BAIF Development Research Foundation

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TENDER FOR QUOTATIONS FOR YARAMILA COMPLEX

O.No. O.NO.BAIF/NASHIK/216/24

Date.03.08.2024

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

Brief Description of the Product	Qty (No.)	Place of Delivery	Expected Month for Delivery of Material
<u>YARAMILA COMPLEX FERTILIZER</u> Name of Company-Yara Fertilizer Packing -5 kg	8000	Villages-Vikaramgad, Mokhada Block Tal. Jawhar Dist. Palghar	Aug. 2024

Detailed Description of the Product: - YARAMILA COMPLEX

As above

1. Quoted Price:

- The contract shall be valid up to 31.08.2024 for the above-described products.
- The bidder shall quote for goods / services in the attached format only.
- All duties, taxes, F.O.R. and other levies payable by the bidder shall be included in the goods / services and shall stand final.
- The rates quoted for each good/service shall be fixed for the duration of the contract and shall not be subject to adjustment.
- Corrections if any, shall be made by crossing out, initialing, dating and rewriting.
- The prices shall be quoted in Indian Rupees only
- The work quantity may vary.
- Estimate is subject to change in future Orders
- Bidder has to mention location (s) of work where service can be provided.

2. Each bidder must submit only one quotation. Bidder shall not contact other bidders in matters related to this Quotation

3. Validity of Quotation:

The quotation shall remain valid up to 31.08.2024

4. Evaluation of Quotation:

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 in the following manner.

- 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 will be the lowest.
- c. Will compare terms & 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, the 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 and its installation.

8. Cost of Procurement Processing:

The bidder shall pay a "Tender Fee" of **Rs. - 500/-** only through "SB Collect" system. Detailed process is enclosed as Annexure. Prior to submission of Bid, Transaction No. and date are to be mentioned while submitting the bid/quotation.

9. Earnest Money Deposit:

EMD for this tender will be 2% of the total cost of the PO. BAIF Nashik will compare all the bids and the Purchase Committee will award a contract to L1. L1 will be informed of the selection for supply of goods/services by E-mail. L1 has to transfer the EMD amount within two working days and inform about the Transaction No. and date by return E-mail. After confirmation of EMD amount being deposited in BAIF Bank Account, BAIF will issue the 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 obtaining the work completion report of the total scope of work or guarantee/warranty period, for 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 acceptance of the 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 period of the Work Order/Purchase

1. No Cash / Cheque will be accepted
2. Vendor / Bidder who wish to participate in the Tender process of BAIF Nashik has to pay the Tender Fee only through the following online process before the Tender opening meeting at BAIF Nashik
3. Purchase Dept. will inform the concerned Vendor about the selection as “L1” and then the concerned Vendor has to make an online payment of EMD and inform the Transaction No. to the Purchase Dept. Nashik.
4. Purchase Dept. will confirm receipt of amount in BAIF SBI Nashik Bank A/c from Nashik A/c Dept.
5. Thereafter, the Purchase Dept. will issue a PO / WO to L1 Vendor
6. Accounts Dept. will issue a receipt to all the 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
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
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 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. Pre-paid Card
 - f. BHIM UPI
 - g. NEFT / RTGS
17. After making the payment, the vendor/bidder will receive an online receipt, E-mail from SBI as well as the Transaction No. as confirmation of payment
18. Vendor / Bidder has to inform the “Transaction No.” and “Amount” to the Purchase Dept. Nashik immediately through E-mail and also at the time of submitting the quotation in case of Tender Fee and before receiving PO / WO in case of EMD.